

# Referee Report Form

(confidential)

## To: The Applicant

**Please complete this section of the form**, then pass it to the referees named on your application form, requesting that it be completed and returned to you.

Proposed Scheme of Study .....

School .....

Applicant's name (IN BLOCK CAPITALS) .....

Address .....

.....

..... Post Code .....

Signature ..... Date .....

## To: The Referee

I should be grateful if you would use this form to give, in the space overleaf, your opinion about the applicant's ability to pursue a postgraduate course/research degree. It would be helpful if you could also provide information on any of the following:

- (a) The length of time and capacity in which you have known the candidate
- (b) The subjects, level of performance and result (or expected result) of the candidate's degree course
- (c) The candidate's motivation and intellectual capacity
- (d) The ability of the candidate relative to other students in the same year
- (e) The candidate's potential for research or postgraduate study
- (f) If the candidate is/was employed by your organisation, their duties and standard of work
- (g) If the candidate's first language is not English or Welsh, whether you consider his/her command of English (written and spoken) adequate for the course applied for
- (h) Any other information you think relevant and which you feel would assist us in making our decision would be most welcome.

Please return the whole form in a sealed envelope to the candidate, or return directly to the **Academic Registry, Cardiff University, 50 Park Place, Cardiff CF10 3UA, UK.**

May I thank you in advance for your co-operation in this matter, and at the same time give my assurance that all information will be treated in the strictest confidence.

**Postgraduate Admissions Tutor**

## Referee's Report:

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Name .....

Position .....

Address .....

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..... Post Code .....

Signature ..... Date .....

Further copies of this form can be downloaded from [www.cardiff.ac.uk/courses/postgraduate/apply](http://www.cardiff.ac.uk/courses/postgraduate/apply)