



UNIVERSITY OF  
LINCOLN

## Reference Form

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**SOLELY FOR USE FOR APPLICATIONS NOT HANDLED BY THE UNIVERSITIES AND COLLEGES ADMISSIONS SERVICE (UCAS) OR OTHER CLEARING HOUSES.**

This separate reference form is available for applicants who need to provide more than one reference.  
See Notes for Guidance Form for instructions.

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### **CONFIDENTIAL STATEMENT BY REFEREE (TO BE COMPLETED BY ALL APPLICANTS)**

Applicant's full name \_\_\_\_\_

Date of birth \_\_\_\_\_

First choice of course (see prospectus for official title) \_\_\_\_\_

Alternative choice of course \_\_\_\_\_

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### **NOTES FOR THE GUIDANCE OF REFEREES**

The referee's report is an integral and important part of the selection process, and the information you give will help to guide admissions tutors in making their decisions.

In order that the University can evaluate an applicant's academic and intellectual capacity, your reference should if possible cover:

1. Suitability for the course(s) applied for.
2. Intellectual qualities including:
  - (a) development to date and previous examination performance with special reference to any factors which may in your opinion have adversely influenced the result;
  - (b) present performance;
  - (c) potential, including an assessment of the probable results of any pending examinations.
3. Personal qualities.
4. Career aspirations.
5. Health and other personal circumstances relevant to the application.
6. Athletic, social and other interests.

Please ensure that the form is completed in black ink and, if typed, that a good ribbon is used. If possible check that the applicant has completed the form correctly and legibly.

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### **MATURE APPLICANTS**

Referees may have difficulty in commenting on the academic abilities of mature applicants who may not have any recent educational experience, and in these circumstances, referees may wish to confine their comments to matters listed under 1, 2c, 3, 4, 5, and 6 above. Mature applicants are usually interviewed and may also be formally assessed by the University.

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**CONFIDENTIAL STATEMENT BY REFEREE (FIRST READ THE PAGE OVERLEAF)**

Name of referee \_\_\_\_\_

Post/occupation/relationship \_\_\_\_\_

Address \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Telephone number (including STD) \_\_\_\_\_

Facsimile number (including STD) \_\_\_\_\_

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This form may be photocopied. Please type with a good black ribbon or write in black ink within the frame.  
Typing is very much preferred. Please affix official stamp, where appropriate, at the end of the statement.

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**NAME OF APPLICANT (BLOCK CAPITALS OR TYPE)** \_\_\_\_\_

Section 8 checked as correct     Yes     No

Signed \_\_\_\_\_ Date \_\_\_\_\_