

LONDON SCHOOL OF HYGIENE & TROPICAL MEDICINE

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**The Registry
London School of Hygiene & Tropical Medicine
50 Bedford Square
London
WC1B 3DP
United Kingdom**

REFERENCE FOR AN APPLICANT APPLYING FOR ADMISSION TO THE SCHOOL

INSTRUCTIONS TO APPLICANT:

Please complete your details in the student section on the following page. Then send this letter to your referee.

INSTRUCTIONS TO REFEREE:

Dear Madam / Sir

The applicant named overleaf is applying to this School for admission as a postgraduate student.

Please write your reference on the other side of this form. Alternatively, you may write the reference on a separate sheet of headed paper, and attach it to this form.

It would be helpful to the School's academic staff if you can include the following information in your reference:

- If you knew the applicant as a student: Details of their academic performance and final year rank. Please indicate whether you consider this to be a true picture of the applicant's abilities
- If you knew the applicant as an employee: An outline of their responsibilities and an assessment of their competence and initiative.

Please can you also give your opinion of:

- The applicant's suitability for the chosen area of study
- Their ability to do original work
- An estimate of their English language ability
- Any other information you consider relevant to their suitability for postgraduate study

Please return this reference in a sealed envelope to the applicant who will enclose it with their application. If you prefer to send it to me directly, please e-mail or fax the reference to the address at the head of this letter.

Yours faithfully

Paul Shanley
Deputy Registrar

STUDENT DETAILS

Surname (Family Name) _____

Other Names _____ Date of Birth day / month / year

Course Applied For _____

REFERENCE

Under the Data Protection Act 1998, applicants and students have a right to inspect any reference held on file. If this will affect the candidness of your reference, please contact the Deputy Registrar.

Do you agree to the School passing this reference to a third party if it is required for an application for an award or scholarship? **YES** **NO**

Referee Details

Name _____

Relationship to applicant _____

E-mail _____ Telephone _____

Name of institution _____

Address _____

Signed _____ Date _____