

Application no

Postgraduate Reference Form

Section 1. To be completed by the applicant:

Full name of applicant:

Postgraduate taught courses: Master's Degree Postgraduate Diploma Postgraduate Certificate

Title of course:

Mode of study: Full-time Part-time Distance/open learning (where available)

Section 2. To be completed by the referee:

Note to referee: your honest and forthright assessment of the above named applicant is a necessary part of the application process to postgraduate programmes at Oxford Brookes University. When writing personal comments about an applicant, please remember that, under the UK's Data Protection Act, the applicant can ask for a copy of the reference and any other personal information that the University holds about them.

We realise providing a reference requires time and effort and we greatly appreciate your assistance. Please print or type your response

How long and under what circumstances have you known the applicant?

What do you consider to be the applicant's strengths?

What do you consider to be the applicant's weaknesses?

Using the chart below, please rate the applicant relative to other students or employees whom you have known in a similar capacity.

Please indicate the group with whom you are comparing the applicant (eg students, co-workers, etc):

	<i>Outstanding (Top 5%)</i>	<i>Excellent (6-20 %)</i>	<i>Good (21-30 %)</i>	<i>Average (31-40 %)</i>	<i>Below average</i>	<i>Unable to rank</i>
Academic potential						
Ability to work with others						
Ability to work independently						
Initiative						
Maturity						
Motivation						
Written communication skills						
Oral communications skills						
Commitment						
Creativity						
Analytical skills						

Please comment on your rankings indicated above, making any additional statements concerning the applicant's academic development to date and present performance; expected examination results/qualification (if appropriate); interpersonal skills; and if the applicant is from overseas, indicate your understanding of their ability to study at postgraduate level in English.

Please continue on a separate sheet, if necessary

Referee's Name:	Referee's Signature:
Position/Title:	Date:
Organisation:	
Address:	
City/Town:	Country:
Postal Code:	Email:
Telephone No:	Fax No.