

REFEREE REPORT FORM – PRIVATE AND CONFIDENTIAL

(In support of applications to residential colleges)

SECTION 1 – TO BE COMPLETED BY THE APPLICANT

After you have completed Section 1 give this form to your referee and ask for it to be posted to the College that you have listed as your first preference. It is suggested that you also give your referee a stamped addressed envelope for the report. Mark the envelope “Referee’s Report – Private and Confidential”. You should not become involved in posting the completed form.

Name of Applicant: _____

Address of Applicant: _____

Name of Referee: _____

Address of Referee: _____

Enter the name of the College that you have listed as your first preference in the space below:-

The Principal/Rector/Warden/Master (delete as appropriate)



Mounts Bay Road
CRAWLEY WA 6009

SECTION 2 – TO BE COMPLETED BY THE REFEREE

Your participation in answering the following questions would be appreciated. If there is insufficient space provided, please use an attachment.

1. State how long, how well, and in what capacity have you known the applicant?

2. On the following characteristics how would you rate the applicant compared with other students you have known? Place a tick in the appropriate column only where you feel you have sufficient knowledge of the applicant to make a judgement:

	Outstanding	Much better than most	Better than most	As good as most	Not as good as most	Not able to comment
Intelligence and academic potential						
Ability to work independently						
Application to study						
Clarity of career objectives						
Ability to express ideas: oral						
written						
Maturity						
Enthusiasm						
Initiative and organising ability						
Ability to get on with others						
Consideration of others and contribution to a community						
Moral qualities						
Common sense and judgement						
General character						

(please complete the reverse side of this form)

SECTION 2 – Continued

3. Is there any family background information which is known to you and which may be helpful in regard to selection.

4. Please comment on any favourable points relating to the applicant.

5. Please comment on any weaker points relating to the applicant.

6. Please provide any other information which you consider relevant to this application.

7. Imagine that you were considering this applicant for training as a prospective junior member of your staff. Would you:-

- | | | |
|--|--|---------------------------------|
| <input type="checkbox"/> Strive to get him/her? | <input type="checkbox"/> Take a chance with him/her? | |
| <input type="checkbox"/> Prefer him/her to most? | <input type="checkbox"/> NOT want him/her? | (Place a cross in only ONE box) |
| <input type="checkbox"/> Be happy with him/her? | | |

8. I have provided additional information on the attached sheet

- Yes
(Place a cross in the appropriate box)
- No

Thank you for providing this information. Please post this form to the College that the applicant has indicated in SECTION 1. If the applicant is not successful in obtaining a place at this college, your comments will be passed in absolute confidence to another College Head, unless you direct otherwise.

Signature: _____

Date: / /