

# Referee Report Form



## To: The Applicant

Please complete this section of the form. Please then pass it to the referee named on your application form, requesting that they complete it and return it to you.

Please note that the University requires two references to be submitted with your application.

Proposed Programme of Study .....

Academic School .....

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

Address .....

.....

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Postcode.....

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

## To: The Referee

I would be grateful if you could use this form to give, in the space overleaf, your opinion about the applicant's ability to pursue a postgraduate taught/research programme. 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

Any other information you think relevant and which you feel would assist us in making our decision would be most welcome.

If you wish this reference to be treated in confidence, please tick this box:

Please return the whole form in a sealed envelope to the candidate, or return directly to:  
**The Registry, Cardiff University, 30–36 Newport Road, Cardiff CF24 0DE, UK**

May I thank you in advance for your co-operation in this matter.

**Postgraduate Admissions Tutor**

**Referee's Report:**

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Name .....

Position .....

Address .....

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