

Referee's Report

Applicant's name

Family name _____

Given names _____

Telephone _____ Email _____

Note to referee

This report is a confidential personal recommendation on a candidate for admission to the Graduate School of Business (GSB) at the University of New England, Armidale.

All information will be treated as strictly confidential, and your frank assessment of the applicant would be appreciated.

Please complete the form as soon as convenient and post or fax to:

Enquires can be directed to the Graduate School of Business on:

**The Program Director, GSB,
 University of New England,
 Armidale NSW 2351, AUSTRALIA**

**Telephone: +61 2 6773 3382
 Fax: +61 2 6773 3461
 Email: gsb@une.edu.au**

Reports are confidential and should not be returned to applicants.
 Reports submitted by applicants cannot be considered.
 Referees should retain a copy of the completed form.

How long have you known the applicant?

How well do you know the applicant?

In what capacity have you known the applicant?

How would you rate the applicant on the following qualities? (Please tick)

	Outstanding	Very Good	Good	Average	Poor	Do not know
Intellectual capacity						
Written expression						
Oral expression						
Leadership						
Motivation to succeed						
Maturity						
Initiative						
Relations with others						
Management Potential						

Please describe the group of people on which you based your comparison

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

What do you consider to be his/her liabilities or weaknesses?

Has the applicant shown a talent for leadership? If so, in what capacity?

Please make any other comments which you feel would be useful in considering this application

Please indicate your confidence in the applicant's ability to complete the course and to make a successful manager by ticking the appropriate choice:

- Unreserved Strong Average Weak Definitely Not

Details of referee completing the report

Name _____

Position or title _____

Address _____

Phone _____ Fax _____

Email _____

Signature of Referee _____ Date _____ / _____ / _____

Thank you for your assistance.