

**REFEREE REPORT**

**For the Applicant** (This section to be completed by the applicant)

• *Please complete your details below and pass a copy of each of the form to each of the two (2) people whom you wish to act as your academic referee. Each person should be a senior academic familar with your most recent studies.*

Applicant ID and Applicant Name

Applicant’s Proposed Degree

**For the Referee** (This section to be completed by the referee)

• *Referee comments are considered when assessing applications. The University is particularly interested in your opinion of the qualifications, experience, academic and research ability of the applicant. These should be judged with reference to the applicant’s peer group. .*

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| Referee’s Name:: | |  | | | | | |
| Address | |  | | | | | |
| Position | |  | | | | | |
| Capacity in which you know the applicant’s academic potential | |  | | | | | |
| Telephone: | | | | Email: | | | |
| **Please give your appraisal of the candidate by ticking the appropriate box, using the following key as a guide. Please rate the applicant in comparison with others you have known who have successfully undertaken postgraduate study. Please use the space available to comment on your ranking decision.** | | | | | | | |
| ♦ Outstanding = Top 5% ♦ Very Good = 6% - 10% | | | | | ♦ Good = 11% - 20% | ♦ Average = 21% - 40% | ♦ Poor |
| **1. How do you rate the applicant’s postgraduate research potential?** | | | | | | | |
|  | Outstanding | | Very Good | | Good | Average | Poor |
|  | | | | | | | |
| **2. If the applicant has completed a thesis based on research, how do you rate the thesis?** | | | | | | | |
|  | Outstanding | | Very Good | | Good | Average | Poor |
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| **3. How do you rate the applicant’s ability to communicate in English?** |

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| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
|  | ♦ **Written Skills:** | Excellent | | Very Good | | Good | | Reasonable | Poor |
| ♦ **Oral Skills:** | Excellent | | Very Good | | Good | | Reasonable | Poor |
|  | | | | | | | | | |
| **4. Based on the comments you have given below, what degree of support do you give the applicant?** | | | | | | | | | |
|  | Unreserved | | Strong | | Fairly Strong | | Moderate | | Nil |

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| **5. Further comments on the applicant’s suitability to undertake a PhD.**  Please provide comments relating to the level of support you are giving the applicant. Please comment on the applicant’s: initiative, creative ability, perseverance, critical ability, ability to meet deadlines, ability to complete a research degree and capacity for independent research. Attach extra sheets if required: |
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| --- | --- |
| Referee’s Signature | Date |
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| Completed forms should be sent to the applicant to be uploaded as part of their application.  **Victoria University may contact referees directly to confirm details or discuss applications further** |

**PLEASE NOTE THAT APPLICATIONS CANNOT PROCEED IF REFEREE REPORTS ARE NOT COMPLETED OR RECEIVED**