



MINISTRY of EDUCATION  
YOUTH & INFORMATION

MINISTRY OF EDUCATION

STATE THE SCHOLARSHIP BEING APPLIED FOR

\_\_\_\_\_ Scholarship

LETTER OF REFERENCE: ACADEMIC/PROFESSIONAL

SECTION A

**TO APPLICANT:** Please print your name in the space below. This form must be completed by your referee and returned to you to be submitted with the application form.

\_\_\_\_\_ is applying for scholarship  
NAME IN FULL

To study \_\_\_\_\_ and requests that you complete this evaluation.

SECTION B

TO REFEREE

1. The referee report is confidential; please return the completed report to the applicant in a sealed envelope with your signature across the flap.
2. On this scale, make your ratings on the basis of your academic experience with the Applicant:

	Average		Good		Excellent
	Top 50%	Top 25%	Top 10%	Top 5%	Top 2%
Academic Capability	_____	_____	_____	_____	_____
Intellectual Potential	_____	_____	_____	_____	_____
Creativity & Originality	_____	_____	_____	_____	_____

3. Describe the applicant's academic strengths, work responsibilities, and outstanding achievements.

4. How long and in what capacity have you known the applicant? \_\_\_\_\_

\_\_\_\_\_

Name \_\_\_\_\_ Signature \_\_\_\_\_

Occupation \_\_\_\_\_ Qualification/Position \_\_\_\_\_

Address \_\_\_\_\_ Date \_\_\_\_\_

\_\_\_\_\_ Telephone \_\_\_\_\_

Fax \_\_\_\_\_

**NOTE:**

**Please reply promptly as your failure to submit a report or late submission of your report will prevent a sound assessment of the candidate.**