

Confidential Academic Referee Report

For applicants for Master's by Research, Doctor of Philosophy and Professional Doctorate Programs and/or Postgraduate Research Scholarships.

Notes to the Applicant

- Please save this form, complete Section 1 and email it to your nominated academic referee.
- Please note that you are required to nominate two senior academic referees in support of your application for admission and that the University is unable to assess applications for admission until both academic referee reports are received.

Notes to the Referee

- You have been nominated as one of the two academic referees required by the applicant, outlined in Section 1.
- Referees' comments are taken into account when assessing an application for higher degree candidature and/or a scholarship. 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.
- Please input your answers to all questions in Section 2 and supply detailed comment at Question 8.
- If the applicant is applying for a scholarship, the University must receive your referee report by **30 September** in the year prior to when the applicant is intending to commence studies. If you are not applying for a scholarship, you should still email your academic referee report promptly; the University is unable to assess applications for admission until academic referee reports are received.
- Please do NOT return this form to the applicant. This academic referee report is confidential.
- Please do NOT send this form to the Research and Graduate Studies Office.
- Please email the completed report to ltiresearch@latrobe.edu.au, or post to La Trobe International:
LTI Research
La Trobe International
La Trobe University
Victoria 3086
Australia

Alternatively, please fax a copy to:
(+61 3) 9479 3660

Thank you for the time taken in completing this academic referee report.

SECTION 1 – TO BE COMPLETED BY THE APPLICANT

(To be completed by applicant before forwarding to the referee)

Family Name _____

Given Name(s) _____

Title of degree program for which you are applying

Proposed School _____

Proposed Research Topic

SECTION 2 – TO BE COMPLETED BY THE REFEREE

Referee's Name _____

Present Position _____

Address

Email _____

Telephone _____

Signature (not required if you are sending your report by email)

Date _____

1. At which stage did you know the applicant?

- Undergraduate
 Honours
 Postgraduate
 Other (Specify) _____

2. How do you rate the applicant's academic ability?

- outstanding (top 5%)
 excellent (6% – 15%)
 accomplished (16% – 30%)
 good (31% – 50%)
 poor

3. How do you rate the applicant's postgraduate research potential and ability to complete the research degree?

- outstanding (top 5%)
 excellent (6% – 15%)
 accomplished (16% – 30%)
 good (31% – 50%)
 poor

4. If you have read a research thesis by the applicant, how do you rate the thesis?

- outstanding (top 5%)
- excellent (6% – 15%)
- accomplished (16% – 30%)
- good (31% – 50%)
- poor

5. If you have read other work by the applicant, how do you rate it?

- outstanding (top 5%)
- excellent (6% – 15%)
- accomplished (16% – 30%)
- good (31% – 50%)
- poor

6. What is the applicant's capacity to communicate in English?

i) Written

- excellent
- very good
- good
- reasonable
- poor

ii) Oral

- excellent
- very good
- good
- reasonable
- poor

7. What overall level of support do you give this application?

- unreserved
- very strong
- strong
- reserved
- none

8. Please provide detailed comments in support of your responses to Questions 1– 7 above

Please attach an additional page if required.