

Queen's



College

The University of Melbourne

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Confidential: Personal Reference

Dear Referee

You have been asked by an applicant to Queen's College to act as a Personal Referee. We would greatly appreciate if you would be prepared to give us a candid referee report on this applicant. Please complete the form below within two weeks of receipt and send it to:

The Admissions Officer/Master's Personal Assistant
Queen's College
College Crescent
Parkville Victoria 3052

It is not expected that you share the contents of the report with the applicant. Access by an applicant to information contained in referee reports may be denied on the basis of exceptions allowed by privacy law.

Please accept my warm thanks for helping the College in this way.

Yours sincerely

Professor David T Runia
Master

Referee Name: _____

Applicant's Name: _____

Date: _____

Length of time known Applicant: _____

General intellectual level of Applicant: _____

Application to studies: _____

Attitude to career: (Easy-going, ambitious) _____

Ability to fit into a residential community: _____

Willingness and ability to accept responsibility: _____

Interest and achievement in cultural and sporting matters: _____

Outstanding strengths and weaknesses: _____

Other relevant factors: (e.g. family difficulties, financial hardship): _____

Any other comments: _____

Signature: _____