

Reference One

Postgraduate Admissions Team

University House, The University of Warwick
Coventry CV4 8UW, United Kingdom

To the applicant:

Please complete the boxes below with your name and course applied for. Please pass this form to your referee and ask for a confidential reference to be returned to you in a **signed and sealed** envelope. Please return the **unopened** envelope to the Postgraduate Admissions Team, The University of Warwick. The referee also has the option of sending the reference directly to Warwick.

First name
Last name
Date of birth

Course applied for

Academic Reference

To the referee:

The person named above has applied for admission to the University of Warwick as a graduate student. I should be most grateful if you would provide us with a reference on the applicant's academic and general suitability to undertake the proposed course of study. It would be of great assistance to the University if, in addition to any general statement, you would indicate the following in your reference:

- how long have you known the applicant and in what capacity;
- how the applicant's achievements compare to those of his/her peers;
- the nature and class of degree already obtained or expected to be obtained prior to the commencement of the course;
- for applicants whose first language is not English, their standard of proficiency in written and oral English;
- for applicants who hold professional qualifications or have professional experience, how the qualifications and/or experience would contribute to the applicant's suitability;
- the applicant's general suitability for graduate study, including any distinct strengths or weaknesses.

In considering applications, the University attaches great importance to the information which is provided in references and I should like to thank you in advance for your assistance.

Under the rules of the Data Protection Act 1998, the University may have to provide the applicant with a copy of the reference you have written, if they formally request it. Please could you indicate below whether you agree to a copy of the reference being released to the applicant.

I agree that a copy of this reference can be provided to the applicant

I do not agree that a copy of this reference can be provided to the applicant

Please ensure that you reply on a separate sheet of headed University/Institution notepaper, sign the reference and attach it to this form.

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