

Universiti Tunku Abdul Rahman			
Form Title : Referee Form for Postgraduate Study			
Form Number: FM-IPSR-PSU-002	Rev No.: 4	Effective Date: 12/01/2016	Page No.: 1 of 2

Referee Form for Postgraduate Study

UNIVERSITI TUNKU ABDUL RAHMAN DU012(A)
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Part 1 of this form should be completed by the applicant and handed to the referee to complete Part 2. Referees are to return it in a signed sealed envelope to the applicant to attach with the application form.

Part 1: To be completed by the Applicant

Name (as in NRIC/Passport): _____

Address: _____

Programme Applied For _____

Proposed Date of Admission: _____

Name of Referee: _____

Part 2: To be completed by the Referee

The above named applicant is applying for graduate study at Universiti Tunku Abdul Rahman and has named you as a referee. We should be grateful if you could provide us with a reference on the applicant's academic and/or general suitability to undertake the proposed programme of study by completing Part 2 of this form or by attaching a letter of reference on letter-headed paper.

In particular, it would be of great assistance if you could comment on the applicant's previous academic achievement, as well as any strengths and weaknesses (e.g. determination, diligence, motivation, ability to work independently, ability to work under sustained pressure, emotional maturity, and initiative). In addition, we would appreciate your opinion on the applicant's standard of proficiency in written and oral English.

Thank you for your assistance. Please be assured that your reply will be treated in strictest confidence by the University. Please return this form to the applicant in an envelope with your signature across the seal to ensure confidentiality.

Name of Referee: _____

Designation: _____

Address: _____

Postcode: _____ State: _____

Contact No: _____ Fax No: _____

E-mail Address: _____

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How long have you known the applicant and in what capacity?

Number of Years: _____

In my capacity as: Lecturer/Professor/Academic Advisor/Research Advisor
 Employer
 Others _____
(Please specify)

Comments:

Referee's Declaration

- (i) I confirm that, to the best of my knowledge, the information given in this form is correct and complete.
- (ii) I understand and agree to the University using and processing my personal data as contained in this form. I have read, understood and agreed to the Personal Data Protection Statement of the University (Please visit https://www.utar.edu.my/PrivacyNotice_English.jsp to view our Privacy Notice). [If you wish to make any inquiries, correction, complaints or access to your personal data, please contact IPSR Director at psu@utar.edu.my]

Signature: _____

Date: _____

Official Stamp: