# THE UNIVERSITY OF THE WEST INDIES

**OPEN CAMPUS**

## REFEREE REPORT FORM

### SECTION A - To be completed by Applicant

**(To be completed in BLOCK LETTERS)**

NAME: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 LASTNAME MIDDLE FIRSTNAME

PROGRAMME (*for which you are applying*):\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

DEGREE TYPE: Ph.D EdD M.A. M.Ed M.Sc. M.Phil PG Diploma

CAMPUS (OPEN CAMPUS SITE): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

DEPARTMENT: **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_PROGRAMME DELIVERY DEPARTMENT (PDD)\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

### SECTION B- To be completed by Referee

**(To be completed in BLOCK LETTERS)**

**INSTRUCTIONS TO REFEREE**

1. ***You may make additional comments on a separate sheet of paper which should be attached to and submitted along with this form.***
2. ***Please submit your form promptly under confidential cover (see page 3). Your failure to submit a report or late submission may prevent a consideration of the candidate’s application.***

NAME OF REFEREE: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 LASTNAME MIDDLE FIRSTNAME

ADDRESS: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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TELEPHONE (Work): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ TELEPHONE Cell):\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

EMAIL: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

INSTITUTION/COMPANY:

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DEPARTMENT/FACULTY: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

POSITION: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

HIGHEST DEGREE EARNED: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

State how long you have known the applicant and in what capacity (i.e. Academic Supervisor, Instructor, Employer, etc.)

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**Please give an assessment of the applicant’s demonstration or potential for demonstration of the following attributes by placing a tick in the appropriate column:**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  | Outstanding | Above Average | Average | BelowAverage | InadequateOpportunityTo Observe |
| Critical and creative thinker |  |  |  |  |  |
| Effective Communicator |  |  |  |  |  |
| Innovative and entrepreneurial |  |  |  |  |  |
| Globally aware and well-grounded in regional identity |  |  |  |  |  |
| Socially, culturally and environmentally responsible |  |  |  |  |  |
| Guided by strong ethical values |  |  |  |  |  |
| Reflective Leader |  |  |  |  |  |
| Achievement Oriented |  |  |  |  |  |
| Scholar-Practitioner |  |  |  |  |  |

**Please give your assessment of the applicant’s academic fitness and general suitability to undertake the proposed course of study or research at The UWI, in relation to the qualification sought.**

 Exceptionally suitable Very suitable

 Moderately suitable Unsuitable

 Other (please give further details below)

### SECTION C- To be completed by Referee

### *For applicants applying for a postgraduate scholarship*

##### I would recommend the award of a postgraduate scholarship to this applicant.

 Very strongly Strongly

 Without enthusiasm I am unable to recommend this applicant for a postgraduate scholarship

**TO BE COMPLETED BY ALL REFEREES**

You are invited to add in the space below, any further comments which you think may be relevant, and which could assist us in our evaluation of the applicant’s potential for postgraduate studies and research.

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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 Signature of Referee Date

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**PROCEDURE FOR SUBMISSION**

**Submission via email**: Please send completed form **as a pdf file** to [**graduate@open.uwi.edu**](file:///E%3A%5Cgraduate%40open.uwi.edu).

 Please use the following subject line format **“Referee Report for *INSERT NAME OF APPLICANT*”.**