

 <b>UCTS</b>	<b>UNIVERSITY COLLEGE OF TECHNOLOGY SARAWAK</b>
	<b>REFeree FORM FOR POSTGRADUATE STUDY</b>

**To the applicant:** Please complete Part A and pass this form to your academic referees. The referees must not be personal acquaintances or relatives proposed supervisor for application by Research Programme. This person should be a senior academic familiar with you most recent studies and must be able to provide information/background of the applicant's academic standing.

**To the referee:** The applicant named below is applying for admission to the postgraduate programmes at University College of Technology Sarawak and has named you as a referee. UCTS's Postgraduate School would greatly appreciate 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 B of this form, or, by attaching a letter of reference on letter-headed paper.

Thank you for your assistance. Please be assured that all information provided will be kept confidential by the University. Please return this form to the applicant in an envelope with your signature across the seal to ensure confidentiality. Alternatively, you may also send your report in a sealed envelope directly to:

**The Dean,  
School of Postgraduate Studies,  
University College of Technology Sarawak  
868 Persiaran Brooke  
96000 Sibu  
Sarawak, Malaysia**

#### **PART A: To be completed by the Applicant**

Name (as in NRIC/Passport)	<input type="text"/>
NRIC/Passport No.	<input type="text"/>
Correspondence Address	<input type="text"/>
	<input type="text"/>
	<input type="text"/>
Email Address	<input type="text"/>
Programme Applied For	<input type="text"/>
Name of Referee	<input type="text"/>

**PART B: To be completed by Referee**

Title (Mr/Miss/Mrs/Dr)

Name (as in IC/Passport)

Institution

Correspondence Address

Postcode  State

Contact No.  Fax No.

Email Address

In what capacity do you know the applicant?

Academic Advisor/Lecturer/Research Advisor/Professor

Employer

Others (please specify) \_\_\_\_\_

How long have you known the applicant? \_\_\_\_\_ Month(s)/Year(s)

In your opinion is the applicant ready for Postgraduate programme?

Yes  No

Please comment on the applicant's academic status in comparison with other students in his/her group:

Top 5%  Top 10%  Top 25%  Top 50%  Below 50%

Please describe the applicant's capability to undertake the proposed postgraduate programme.

Please comment on the applicant's previous academic achievement, as well as any strengths and weakness (e.g., determination, diligence, motivation, ability to work independently, ability to work under sustained pressure, emotional maturity, initiative, leadership, teaching capabilities, intergrity etc)

Please comment on the applicant's standard of proficiency in written and oral English.

Please indicate below your appraisal of the applicant in terms of the attributes listed below in comparison to other students you have taught or supervised. Please tick "✓" in the appropriate box.

Attributes	Excellent	Very Good	Good	Fair	Poor	Not able to judge
Ability to conduct research independently						
Organisation of ideas						
Imagination & creativity						
Initiative & motivation						
Persistent determination						
Emotional Stability						
Responsibility						
Ability to plan & complete work						
Ability to write coherently in English						
Verbal communication in English						
Research potential						

**Referee's Declaration**

I confirm that, to the best of my knowledge, the information given in this form is correct and complete.

Signature of Referee:

Date:

Official Stamp:

*Thank you for completing this referee form. University College of Technology Sarawak highly values your recommendations which allow us to hollistically evaluate prospective student.*