

# ACADEMIC REFEREES REPORT

For the Applicant:	Please make two copies. Alternatively this form is available from <a href="http://www.usq.edu.au/scholarships/postgrad/default.htm">http://www.usq.edu.au/scholarships/postgrad/default.htm</a> . Please complete Section A and pass the form to the person who you wish to act as your academic referee. This person should be a senior academic familiar with your current research work or research potential. (Please type or write in block letters using black pen)
For the Academic Referee:	Please complete Section B and send the completed form to USQ (see address at bottom of page). The deadline for applications and referees' reports is as advised on the USQ website. (Please type or write in block letters using black pen)

### SECTION A – (TO BE COMPLETED BY APPLICANT)

USQ Student Number:		
Title:	Family Name:	Given Names:
Postal Address:		
Telephone Number:	Fax:	
Email address:		

### SECTION B – (TO BE COMPLETED BY REFEREE)

Title:	Family Name:	Given Names:
Position in Organisation:		
Postal Address:		
Telephone Number:	Fax:	
Email address:		

1. How long have you known the applicant?  Years  months

2. Applicant's actual or predicted examination results (if known)

(please indicate whether actual or predicted)

3. Total number of honours and research candidates whom you have supervised over the past five years

4. Please indicate briefly the extent of your knowledge of the applicant's work:

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5. Please rate the applicants' performance in the areas named below by placing a tick in the appropriate box using your present knowledge of the applicant in relation to all Honours/Masters Qualifying/Masters/PhD candidates (delete as necessary) whom you have known.

Performance Area	Below average	Average	Above Average	Very Good	Outstanding	Unable to Comment
(i) Knowledge of Discipline						
(ii) Ability to express ideas						
(iii) Critical ability						
(iv) Initiative and motivation						
(v) Ability to plan						
(vi) Perseverance in pursuing aims						
(vii) Ability to meet deadlines						
(viii) Applicant's aptitude for research						
(ix) Knowledge of required methodologies						

If you wish to clarify any of the above ratings or add comments on the applicant's suitability, please do so below. If you have been asked for a report by more than one applicant for the same program at USQ it would be helpful if you could rank the applicants.

This report will be treated as confidential and will not be made available to the applicant.

**THANK YOU FOR ASSISTING WITH THIS ASSESSMENT.**

The referee is requested to forward this report directly to:

**PRIVATE & CONFIDENTIAL**  
**SCHOLARSHIP APPLICATION - REFEREES REPORT**  
**OFFICE OF RESEARCH AND HIGHER DEGREES**  
**UNIVERSITY OF SOUTHERN QUEENSLAND**  
**TOOWOOMBA 4350 QLD AUSTRALIA**  
**FAX +61 7 4631 1995**

*USQ collects personal information to assist the University in providing tertiary education and related ancillary services and to be able to contact you regarding enrolment, assessment and associated USQ services. The information may be made available to Commonwealth and State agencies and the ESOS Assurance Fund Manager pursuant to obligations under the Education Services for Overseas Students Act 2000 and National Code or other legislative requirements. Personal information will not be disclosed to third parties other than a USQ approved agent, partner or any organisation who provides sponsorship to you for your studies, without your consent unless required by law.*

