



REFERENCE FORM FOR GRADUATE STUDY

Applicant's Name _____

Programme of Study _____

The above student is applying to Assumption College for admission to a graduate programme of study. To assist us in the admission process, we should be most grateful if you could complete all sections of this form.

- How long have you known the applicant? _____
- In what capacity do you know the applicant? _____
- Please assess the applicant on a scale of 1 (lowest) to 5 (highest) in relation to the following criteria by marking the appropriate number:

Criteria	1	2	3	4	5	Unable to Comment
Academic Potential						
Motivation						
Written English communication skills						
Oral English communication skills						
Personal Initiative						
Emotional Stability						
Respect accorded by Superiors						
Respect accorded by Peers/Colleagues						
Overall Assessment of Applicant						

4. What do you consider his/her outstanding talents or strengths? _____

5. What do you consider his/her major liabilities or weakness ? _____

6. Has the applicant ever been subjected to probation, warning, suspension, or dismissal for disciplinary reasons ? Please state the offense, date, and penalty. _____

7. How would you recommend this applicant?
- _____ I strongly recommend this applicant for the above programme of study.
- _____ I recommend this applicant for the above programme of study.
- _____ I have reservations in recommending this applicant for the above programme of study.
- _____ I do not recommend this applicant for the above programme of study.

Contact Details

Name _____ Date _____

Signature _____ Position _____

Tel _____ Email _____ Mobile _____

Thank you for your cooperation. Please enclose this form in the envelope provided and sign across the seal before returning it to the applicant.

Please mark if you do not wish the applicant to have access to this reference. _____

The Admissions Office
 Higher Education Division
 Assumption College
 San Lorenzo Drive, San Lorenzo Village, Makati City
 1223 Philippines
 Trunkline: (632) 817-0757 loc. 2050; Telefax: (632) 817-7773; Mobile: 0927-9662341
 admissions@ assumption.edu.ph