



Research Degree (PhD / DEng / EdD / DBA / DBAC / MPhil)

CONFIDENTIAL REFERENCE FORM

The applicant should enter his/her name and the programme title(s) in the space below and then send this form to his/her referee requesting that it be completed, and returned directly to the Research Postgraduate Team at the following address, within 2 weeks after submission of application.

Research Postgraduate Team, Registry
Room A0511, 5/F, Block A
Main Campus
Hong Kong Metropolitan University
Ho Man Tin Kowloon
Hong Kong

Name of Applicant: Mr/Ms/Dr _____
(in block letters, surname first)

Programme Applied for at HKMU _____

Area(s) of Research _____

It would be helpful to the University in assessing this application if you would kindly provide information on the questions below. This reference form should be sent to the Research Postgraduate Team at the address listed above. Information submitted will be kept strictly confidential.

1. How long have you known the applicant and under what circumstances?

2. What is your assessment of the applicant's intellectual ability? (It would be helpful if, in the case of an applicant who has already graduated, you could indicate whether you consider the class of degree achieved fairly represented his/her academic calibre. If the applicant has not yet graduated, we should be grateful for a realistic assessment of his/her degree prospects.)

3. What is your opinion of the applicant's motivation towards and suitability for a career in the chosen field(s) of study? What do you consider to be his/her principal qualities and weaknesses in this respect?

4. In which category would you place the applicant in relation to the abilities of postgraduate students of your experience? (please ✓ as appropriate)

	outstanding (top 5%)	excellent (top 15%)	very good (top 25%)	good (top 40%)	average	below average	unable to access
Intellectual and analytical abilities							
Communication skills							
Diligence							
Capacity to work independently							
Capacity for original thought							
Capacity for organization							
Emotional maturity and stability							
Motivation to pursue advanced studies							

5. You are invited either in the following space or in a separate letter to amplify any of your judgements in question 3 or to make any further comments which you consider might be relevant.

Signature of Referee: _____ Date: _____

Name: _____ Position: _____

Address: _____

E-mail: _____ Contact Tel: _____