**BBSRC Doctoral Training Partnership - Referee’s report**

**How to submit a reference:**

**Please complete this form and save the file with the applicant’s forename and surname and your own name eg ‘Jack Smith reference-your name’**

**Then go to** [**https://www.nottingham.ac.uk/bbdtp/**](https://www.nottingham.ac.uk/bbdtp/) **select the referee online submission tab and upload document.**

***Please ensure that your reference is submitted by the deadline which is* noon Thursday 14 December 2017*.*** *Unfortunately references received after this date* **will not be submitted** *for consideration****.***

You have been nominated as a referee in support of an application for postgraduate study at The University of Nottingham for the October 2018 intake. We would be grateful if you would provide us with a reference on the applicant's academic and general suitability to undertake the proposed course of study.

**Please note that this reference may also be used to assess a candidate’s suitability to receive funding; therefore please complete all sections fully. Thank you for your support.**

If you are supplying an **academic reference** please send this completed form, by email (from a work based email address (eg .**ac.uk, .nhs.net** or **.gov.uk** etc)

If you are supplying a **professional reference** rather than an academic reference please only complete the relevant sections of this form and comment on how the applicant’s professional experience makes them suitable for the proposed course. You may also use your company’s headed paper for this purpose if this is easier for you. In both cases please send the signed form to us via the email below from your company email account.

|  |  |
| --- | --- |
|  | |
| **Applicant’s name:** |  |
| **Referee’s name:** |  |
| **Signature:**  *(Not required if sent from an academic based email address – see above)* |  |
| **In what capacity do you know this applicant (dissertation supervisor, personal tutor, course leader, line manager etc)?** | |
|  | |
| **How long have you known the applicant?** | |
|  | |

**Academic Referees only**

***This section is essential.***

|  |  |  |
| --- | --- | --- |
| Please indicate the ranking  of this student (where possible): | In top 1-5% |  |
| In top 10% |  |
| In top 25% |  |
| In top 50% |  |
| In bottom 50% |  |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  | **Poor** | **Average** | **Good** | **Very good** |
| Level of motivation for research: |  |  |  |  |
| Intellectual ability: |  |  |  |  |
| Ability to communicate - written: |  |  |  |  |
| Ability to communicate – spoken: |  |  |  |  |

Would you recruit this applicant to your research group or PG course? Y / N / NA

|  |  |
| --- | --- |
| **Undergraduate study.** Please give a result of any undergraduate-level degree this candidate is currently undertaking or has recently undertaken.  Is this an **actual** grade or a **predicted** grade? (Delete as appropriate). | Actual/Predicted |
| **Postgraduate study.** Please give a result of any Masters-level degree this candidate is currently undertaking or has recently undertaken.  Is this an **actual** grade or a **predicted** grade? (Delete as appropriate). | Actual/Predicted |

**Professional and/or Academic reference section**

|  |
| --- |
| **Please can you ensure that your statement covers all of the points below? (***please continue on a separate sheet if necessary)* |
| **Previous performance:** *Include a realistic assessment of the quality of the applicant’s academic work and / or performance to date, (providing evidence to support your comments) and being as specific as possible.* |
| **Preparedness for doctoral study:** *Your assessment of the applicant’s preparedness to undertake postgraduate research, including their capacity for original thought and ability to grasp concepts and reason analytically*. |
| **The applicant’s motivation and perseverance in achieving objectives:** *Comment on their ability to complete their postgraduate studies successfully and on time. Please provide evidence of work which has previously been completed within a given timescale.* |
|  |

**Other comments**

THANK YOU – **SUBMIT THIS REFERENCE BY THE DEADLINE (THURDAY 14 DECEMBER 2017 AS LATE SUBMISSIONS WILL NOT BE ACCEPTED. For further information please visit our** [**website.**](https://www.nottingham.ac.uk/bbdtp/how-to-apply-to-the-dtp.aspx)