

**DISTANCE LEARNING MA IN  
MANAGEMENT PROGRAMME**

**Confidential Reference Form**

This form should be used only in connection with an application for the MA in Management Programme. The Applicant should insert his/her name below and send it to the Referee. The Referee is requested to complete the form and return it to the Applicant in a sealed envelope if necessary.

**Applicant's Name**

is applying to Durham University for admission to the Durham MA in Management Programme. It would be of great assistance if you would kindly complete this form of reference. Any information which you give will be considered strictly confidential.

Mode of Study: Distance Learning

**Reference**

**A.** How long have you known the Applicant and in what connection?

**B.** How do you rate his/her academic ability? Do you think that he/she is capable of study at Masters level?

**C.** What is your opinion of the Applicant's motivation to pursue management education? Taking an overall view, what do you consider to be the Applicant's major talents and most significant weaknesses?

**D.** In which category would you place the Applicant in relation to the group in which you know him/her?

|                                      | <b>Outstanding</b> | <b>Very Good</b> | <b>Good</b> | <b>Average</b> | <b>Unable to assess</b> |
|--------------------------------------|--------------------|------------------|-------------|----------------|-------------------------|
| <b>Intellectual ability</b>          |                    |                  |             |                |                         |
| <b>Capacity for original thought</b> |                    |                  |             |                |                         |
| <b>Organisational ability</b>        |                    |                  |             |                |                         |

**E.** For Applicants whose first language is not English If you can, please comment on the Applicant's level of English language proficiency (eg, use in the working environment).

**F.** If you would care to amplify any of your judgements, or if you wish to add any further information which you might consider might be relevant, please do so here.

**G.** How strongly do you support this application?

|                    |  |                             |  |
|--------------------|--|-----------------------------|--|
| Strongly recommend |  | Recommend with reservations |  |
| Recommend          |  | Do not recommend            |  |

**Your assistance in providing this information is greatly appreciated**

Signature

Date

Name and Position

Address

Telephone

**Please return this form to the Applicant, in an envelope if necessary**  
**The application will not be processed unless accompanied by a reference**