



# Graduate Studies Reference Form

This form is to be completed by the Referee and returned to the applicant in a sealed envelope, signed across the back, for submission with their completed application package.

**TO BE COMPLETED BY THE APPLICANT**

LAST NAME FIRST NAME DATE

PROGRAM TO WHICH YOU ARE APPLYING

DEGREE SOUGHT

**TO BE COMPLETED BY THE REFEREE**

RELATIONSHIP TO THE APPLICANT? HOW LONG HAVE YOU KNOWN THE APPLICANT?

**SUMMARY EVALUATION OF CANDIDATE (in relation to all students at a similar stage that you have previously evaluated)**

	OUTSTANDING	VERY GOOD	GOOD	AVERAGE	BELOW AVERAGE	UNABLE TO JUDGE
CRITICAL THINKING SKILLS						
ANALYTICAL THINKING SKILLS						
COMMUNICATION SKILLS						
ABILITY TO ORGANIZE AND EXPRESS IDEAS IN WRITTEN FORM						
DILIGENCE AND PERSEVERANCE IN RESEARCH						
OPENNESS TO COLLABORATION						
CAREER MOTIVATION						
ABILITY TO WORK INDEPENDENTLY						
DEMONSTRATED LEADERSHIP						

**WRITTEN COMMENTS (OR ATTACH LETTER)**

NAME OF REFEREE TITLE OR OCCUPATION

INSTITUTION OR COMPANY NAME PHONE

SIGNATURE DATE

The information on this form is collected under the authority of the *Ontario College of Art & Design Act, 2002, s. 4(1)* and will be used to process your application for admission to the Graduate Studies program; to verify qualifications; and decide eligibility for admission. Upon admission and registration at Ontario College of Art & Design this information will form part of the student record and will be used by the university, among other things, to document progress in the graduate program. For more information on collection and uses of your personal information, please refer to *Privacy and Personal Information Collection* at [http://www.ocad.ca/Assets/PDF\\_MEDIA/Privacy+Access+Archives/Collection+notice](http://www.ocad.ca/Assets/PDF_MEDIA/Privacy+Access+Archives/Collection+notice)