

Return to:
 Graduate Programs Office
 Faculty of Physical Education & Recreation
 P415 Van Vliet Centre
 University of Alberta
 Edmonton
 Canada T6G 2H9

Letter of Reference to Support Application for Graduate Awards

Applicant should complete this section before submitting to referee.

Surname	First and Middle Name(s)	
Department	Degree applying for	Area of Specialization

To Referee: The Scholarship Committee appreciates the time and effort required to complete an appraisal. The Committee attaches considerable weight to the statements made by the referees the applicant has selected. You will greatly assist the Committee and the applicant by providing a complete, detailed and thoughtful analysis of the applicant's achievements, scholarly attributes, and quality of publication venues. Reference Letters are collected under the Alberta Freedom of Information and Protection of Privacy Act and the Alberta Universities Act. They are required to evaluate the applicant for scholarship purposes. Reference letters are considered to be supplied in confidence and will be used only by individuals and committees who evaluate the applicant. If the applicant files an access request, this reference or portions of this reference may become available to the applicant under the provisions of the Act. Complete both sides of this form and return the appraisal to the department indicated.

1. **Knowledge of Applicant:** In what capacity and for how long have you known the applicant (*eg* as teacher, supervisor, employer)?
 I was the applicant's _____ for ____ years and/or _____ months between the years 2 ____ and 2____.

2. **Peer Group:** Of the ____ (number) students in this category I have supervised/dealt with in the last five years, I would rank this student in the upper ____ %.

3. **Specific Abilities:** For each category, check the most appropriate box.

	Outstanding (top 5%)	Superior (top 15%)	Good (top 25%)	Average (top 50%)	Marginal (Lower 50%)	Inadequate opportunity to observe
Academic Achievement	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Scholarly Promise	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Research Ability	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Teaching Potential/Promise	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Verbal Skills	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Writing Skills	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Industriousness	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Judgement	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Overall Rating	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

Referee

Name of Referee (please print)	Academic Rank/Position	Department
Institution	Address and Postal Code	Telephone Number
E-mail Address	Date	Signature of Referee

4. **General Appraisal:** Please provide a *general appraisal* of the student, including strengths, weaknesses, and any special factors which you feel should be taken into consideration (please attach a separate page).