

Heriot-Watt University Dubai Campus

Reference Form

Instructions to the Applicant:

- You may either submit 2 reference forms OR ask your referees to provide a reference letter as explained in the application guidelines.
- Fill in the Section A and give this form to a referee. The referee will return the completed form to you. Attach this form with the other documents that you are to submit to the University.

SECTION A - To be completed by Applicant

Complete the section below and send a copy of this form to each of your referees

(As in Passport)								
Programme Applied for:								
Intake:	Registration No.: (if known)			□ Full-time □ Part-time				
Instructions to the Referee: The person named above is applying for admission to the Heriot-Watt University Dubai Campus. It would be of great assistance to us in considering the application if you would complete this form and comment on the applicant's suitability for the programme. Any information which you give will be treated in strictest confidence. SECTION B - To be completed by a Referee 1. How long have you known the applicant and in what connection?								
2. Please evaluate the applicant, in relation to others of similar age and experience, in terms of the qualities below. (Tick as applicable)								
	Outstanding	Very Good	Above Average	Average	Below Average	Unable to comment		
Intellectual capacity								
Ability in oral expression								
Analytical ability								
Creativity and originality								
Ability to work with others								
Persistence and drive								
Overall potential								

3. Taking an overall view, what do you consider to be the applicant's major strengths and weaknesses?						
Strengths		Weaknesses				
4. How strongly do you support this applicant for entry to the Heriot-Watt Programme? (Please tick)						
☐ Highly recommend	☐ Recommend:	☐ Recommend with some reservations				
5. If you wish to amplify your responses, or to add any further information which you consider might be relevant, please do so here (please use additional sheet if required)						
Referee's Name:						
Position and Organization:						
Address:						
Telephone:		Email:				
Referee's Signature:		Date:				

Please return this form to the applicant or directly to the address below:

Recruitment and Admissions Office Heriot-Watt University Dubai Campus

Dubai International Academic City | P.O.Box: 294345, Dubai, United Arab Emirates

Tel: +971 4 4358700 | Fax: +971 4 4477350 | Email: dubaienquiries@hw.ac.uk | Web: www.hw.ac.uk/dubai