

MASTERS REFEREE FORM

IN SUPPORT OF AN APPLICATION FOR ADMISSION TO THE MASTERS (MBA/MBAI/MPA) PROGRAMME

FOR THE APPLICANT

Please print in **BLOCK CAPITALS** and tick where appropriate. All sections are compulsory.

SECTION A PERSONAL DETAILS

Title	Mr <input type="checkbox"/>	Mrs <input type="checkbox"/>	Ms <input type="checkbox"/>	Miss <input type="checkbox"/>	Other <input type="text"/>
Family Name	<input type="text"/>		Date of Birth	<input type="text"/>	
Given Name	<input type="text"/>		Gender	<input type="checkbox"/> Male <input type="checkbox"/> Female	
Preferred Name	<input type="text"/>		Phone Number	<input type="text"/>	

SECTION B COURSE DETAILS

Course interested in	Masters in Business Administration (MBA) <input type="checkbox"/>	Masters in Business Administration - International (MBAI) <input type="checkbox"/>	Masters in Professional Accounting (MPA) <input type="checkbox"/>
Preferred starting date	March 10 <input type="checkbox"/>	July 10 <input type="checkbox"/>	November 09 <input type="checkbox"/>
Preferred study mode	Workshops <input type="checkbox"/>	Tele-tutorial <input type="checkbox"/>	Blended <input type="checkbox"/>

SECTION C DECLARATION BY THE APPLICANT

I confirm that the information provided on this form is correct. I authorise this person (below) to act as a referee for me in support of my application for the Master programme.

Full Name of the Applicant (Please Print)

Signature of Applicant

Date

FOR THE REFEREE

Please print in BLOCK CAPITALS. All sections are compulsory

SECTION D

PERSONAL DETAILS

The above person is applying for admission to the Masters programme offered by UUNZ Institute of Technology. We require your assessment of the applicant as this is an important part of our enrolment procedures. We request you to be candid and please feel free to add any additional information about the applicant. We thank you for your time and effort in completing this section.

Full Name of the person completing this form	
Position/Title	
Organisation	
Address	
Telephone	()

SECTION E

EVALUATION OUTCOME

How long have you known the applicant?

Under what circumstances have you known the applicant?

How would you assess the applicant's ability to perform on the course chosen?

What are the applicant's main strengths and what areas may require improvement?

Please complete the following by placing a tick (✓) in the appropriate box.

Applicants skills and abilities	Rating				
	Outstanding	Very good	Good	Average	Below Average
Team Work					
Self confidence					
Written Communication					
Oral Communication					
Analytical Ability					
Interpersonal Skills					
Creativity and Originality					
Organisational Ability					
Integrity and Ethics					
Leadership Potential					
Motivation and Initiation					

Please make any other comments regarding the applicant's potential to benefit from this Masters programme. An overall comment on the applicant's skills and abilities would be much appreciated.

SECTION F

DECLARATION BY THE REFEREE

I confirm that the information provided on this form related to the applicant is correct. I agree to this Referee Form being used as part of the application process for the applicant named.

Full Name of the Referee (Please Print)

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Signature of Referee

.....

Date

.....

Please return this form directly to:
Masters Applications, UUNZ Institute of Business, P O Box 9081, Newmarket, Auckland, New Zealand

Privacy Act

UUNZ collects and stores information from this form and your records to comply with the requirements of the Ministry of Education and the New Zealand Qualifications Authority (NZQA) and USQ. This information is also used to select students for programmes, to manage internal administrative processes and for internal reports information about students that may be supplied to and sought from other educational institutions for the purpose of verifying academic records. In addition, when required by statute, UUNZ releases information to government agencies such as the NZ Police, Department of Justice, the Immigration Service and the Accident Rehabilitation Compensation Corporation. You must see any information held about you and amend any errors in that information. To do so, please contact the Registrar. Failure to provide the information requested may result in the refusal of your enrolment. You have an obligation to advise the school when any of your details change.