



## **Reference Request Form for MPhil/PhD applicants in the School of Engineering and Materials Science, Queen Mary University of London**

### **For the attention of the referee**

This form is sent to you by the applicant named below, who is applying to Queen Mary, University of London, for admission as a research student. You are requested, therefore, to give your opinion on the applicant's suitability on academic and general grounds for studying for the degree of PhD.

If you are familiar with the applicant's academic studies, please give detailed information regarding his/her general performance and provide details of the results s/he obtained. Where the applicant has not yet graduated, an indication of the likely result will be helpful. Overseas referees are asked in particular to offer some explanation of the grading system and the applicant's performance relative to other students. It would be useful if you would comment on the applicant's use of English.

**Please attach this form to your reference** as it is designed to assist us in matching references to applications received. It will also greatly assist the consideration of the candidate's application if you can make an early response to this request.

**Please return your reference in a sealed envelope (with your signature across the seal) to the applicant.**

### **Confidentiality and the Data Protection Act**

IMPORTANT NOTE: In line with the provisions of the Data Protection Act, we would have to make a copy of this reference available to the applicant upon request.

Thank you in advance for your assistance.

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### **For the attention of the applicant**

Please complete all sections of this form before forwarding it to your referee.

#### **Applicant Details**

Surname or Family name:

Forenames/Other names:

Date of Birth:

Programme(s) applied for

#### **Referee Details**

Full name of Referee:

Occupation:

Institution and address:

Telephone:

Email: