

# AGSM @ UNSW Business School

## Referee's Report

☐ MBA (Full-time)
 ☐ MBA (Executive)
 ☐ MBAX
 ☐ Graduate Diploma
 ☐ Graduate Certificate

**Note to applicant:** It is essential that the referee complete this form so that all the points in the assessment are addressed. Please upload the completed report form to your application. If you are applying based on work experience, please ensure your referee reports cover at least 5 years out of the last 7 (sometimes multiple reports are required to cover 5 years). A minimum of two referee reports are required. Please save a copy of this form to a local folder before editing.

### Applicant details

|                                                                                                                                                         |                      |
|---------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------|
| Family name                                                                                                                                             | Given name(s)        |
| <input type="text"/>                                                                                                                                    | <input type="text"/> |
| Preferred given name                                                                                                                                    |                      |
| <input type="text"/>                                                                                                                                    |                      |
| <b>Information about the applicant and their role while working with you</b>                                                                            |                      |
| Name of organisation                                                                                                                                    | Position or title    |
| <input type="text"/>                                                                                                                                    | <input type="text"/> |
| Was English the sole language used by the applicant for business operations in your organisation? <input type="checkbox"/> Y <input type="checkbox"/> N |                      |
| The applicant has worked in the organisation from: <input type="text"/> / <input type="text"/> to Present / Present                                     |                      |

PD01/06

### **Note to referee:** Please save a copy of this form to a local folder before editing.

This report is a personal recommendation on a candidate for admission to postgraduate AGSM Programs at UNSW Business School. AGSM is ranked as one of the top management schools. It was created to offer management education of a standard comparable to that of leading management schools around the world. AGSM Programs are designed to equip students for senior management positions in the private or public sectors. Entry to a Program is competitive and your frank assessment of the applicant's suitability for admission would be much appreciated. Any additional comments you consider relevant would be welcome.

By completing this form, you agree to be contacted by AGSM for a reference check. Please return the completed & signed form to the Applicant for submission.

### Questions to be answered by referee

|                                                                          |
|--------------------------------------------------------------------------|
| 1. How long, how well and in what capacity have you known the applicant? |
| <input type="text"/>                                                     |
| 2. What do you consider to be their management strengths?                |
| <input type="text"/>                                                     |
| 3. What do you consider to be their areas of improvement?                |
| <input type="text"/>                                                     |

4. Please rate the applicant on the following.

|                                             | Excellent                | Very good                | Good                     | Satisfactory             | Unsatisfactory           | Not sure                 |
|---------------------------------------------|--------------------------|--------------------------|--------------------------|--------------------------|--------------------------|--------------------------|
| Intellectual capacity                       | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Written expression                          | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Presentation and communication skills       | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Ability to work well in teams               | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Leadership in a team environment            | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Adaptability to change                      | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Resilience and determination to succeed     | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Support for sustainable development         | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Support for equity, diversity and inclusion | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Overall management potential                | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

5. Please describe the group of people on which you base your comparison.

6. How would you describe the applicant's creativity and problem solving ability?

7. Please indicate to what level was English used in the applicant's position of employment (covering spoken, written, reading and listening skills).

8. Please make any other comments you feel would be useful to the School in considering this application.

PD01/06

## Referee's details

|                      |                      |
|----------------------|----------------------|
| Family name          | Given name(s)        |
| <input type="text"/> | <input type="text"/> |
| Name of organisation | Position or title    |
| <input type="text"/> | <input type="text"/> |
| Work phone           | Email                |
| <input type="text"/> | <input type="text"/> |
| Address              |                      |
| <input type="text"/> |                      |
| Postcode             |                      |
| <input type="text"/> |                      |
| Signature            | Date                 |
| <input type="text"/> | <input type="text"/> |

\*\* We accept both handwritten and electronic signatures

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