



**For the applicant** - Please complete Section A then pass the form to a person whom you wish to act as your academic referee. This person should be a senior academic conversant with your most recent studies. At least one of the referees should be an academic supervisor with independent knowledge of your research degree and ability to undertake research. Candidates who completed their degree more than 5 years ago, should provide an academic referee who can comment on their degree, and a referee who is familiar with their current research work.

**For the referee** - Please do not return the form to the applicant. You should send it directly to: The USYD - NICTA Research Administrative Officer, in the School of IT, The University of Sydney, NSW, 2006 Australia (Facsimile +61 (2) 8306 0771 or email: [katiey@usyd.edu.au](mailto:katiey@usyd.edu.au)) **BY 30 October for both international students and local students commencing in Semester 1.**

**Section A (To be completed by the applicant)**

1. USYD Student number (if known):  USYD Application number (if known):

2. Family name:  Given names:

3. Male  Female  4. Date of Birth:   
(eg. 6 December 1964 = 06/12/64)

5. Postal address:  
Telephone:  Facsimile:   
Email:  Mobile:

6. What is your proposed Faculty & School:  
Faculty:  School:

**Section B (to be completed by referee).  
Please type or print in black - Confidential (not to be returned to applicant)**

**Referee's Instructions:** Please complete Section B for the student who has nominated you as a referee. Please include, in the space provided, a general statement regarding the applicant's research potential and suitability for the research proposed. It is important that **all questions** are answered to ensure that applicants can be fully and accurately assessed.

If you have any queries please do not hesitate to contact The USYD - NICTA Research Administrative Officer, in the School of IT on +61 (2) 8306 0788 or email [katiey@usyd.edu.au](mailto:katiey@usyd.edu.au).

(a). Name of referee:  Position or title:   
Occupation:

(b). Work/Institution address:  
Telephone:  Facsimile:   
Email:  Mobile:

(c). In what capacity do you know the applicant?  
 Academic supervisor  
 Other (please explain):

Please complete either Questions 1, 3, 4, 5 & 6 or Questions 2, 3, 4, 5 & 6.

### Question 1

The following comments are based on an awareness of the student's performance in:

(a) Course Name eg. *BA Hons, Masters by Research*

(b) Institution



(c) Is this an undergraduate course in which Honours is awarded?  Yes, go to (d)  No, go to Question 2

(d) Is the student's Honours result finalised?  Yes, go to (e)  No, go to (f)

(e) Show the actual mark and level of Honours obtained  go to (f)

(f) Show the lowest mark in which Honours 1 is awarded at your institution  go to (g)

(g) Show the level of Honours it is predicted the student will receive  go to (h)

(h) Based on the quality of work for which Honours is/will be awarded the applicant is seen as having a record which is

in the top 10% of honours candidates

in the top 25% of honours candidates

in the top 50% of honours candidates

other

**go to Question 3**

### Question 2

(a) What is the proportion of (i) Research \_\_\_\_% (ii) Coursework \_\_\_\_% in the degree undertaken by the student?

(b) Based on the quality of work in the course and over the total duration of the course the applicant is seen as having a record that is

in the top 5% of students

in the top 10% of students

in the top 15% of students

in the top 25% of students

in the top 50% of students

other

(c) Indicate the total number of students in the year of study and the candidate's approximate position in the class:

e.g. 2/200

**go to Question 3**

### Question 3

(a) Please rate the applicant's performance in the areas named below by checking the appropriate box using your present knowledge of the applicant in relation to all Honours/Masters/PhD candidates you have known.

	no opportunity to observe	below average	average (60-41%)	above average (40-26%)	very good (25-11%)	excellent (top 10%)
(i) Knowledge of own discipline	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(ii) Ability to express ideas	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(iii) Command of research techniques	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(iv) Critical and/or analytical ability	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(v) Initiative and motivation	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(vi) Ability to plan	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(vii) Perseverance in pursuing aims	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

### Question 4

(a) Has the student undertaken any research or investigative work?  Yes, go to (b)  No, go to Question 5

(b) Based on the applications previous overall performance and potential for the proposed course I believe the student will complete the proposed course.

in the top 5% of research degree candidates

in the top 10% of research degree candidates

in the top 15% of research degree candidates

in the top 25% of research degree candidates

in the top 50% of research degree candidates

other

### Question 5

Please comment on the reasons for the gradings in question 3 & 4, and other matters relevant to the applicant, in the space provided below.

### Question 6

(a) Please provide comments on the student's abilities, performance and potential, any research or investigative work they may have undertaken and any other comments which you believe may assist in assessing the applicant. In particular, we would like to know why you think the applicant will complete a research higher degree in minimum time (3 years full time for PhD, 2 years full time for Masters by Research).

(b) At USYD a student who scores >80% receives 1st class Honours, and >90% a University Medal. Where would you place this student on this scale?

Signature:

Date:

**The referee is requested to forward this report directly to the School of IT by 15 November for international students and 31 October for local students commencing in Semester 1.**

By Mail:  
Admin Officer – NICTA  
School of IT  
The University of Sydney  
NSW 2006 AUSTRALIA

In Person:  
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