



**KYAMBOGO UNIVERSITY**  
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**Office of the Academic Registrar**

*Kyambogo University Graduate School*

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**REFEREES FORM OF RECOMMENDATION FOR ADMISSION TO POSTGRADUATE PROGRAMMES**

The person named below is applying for admission to a postgraduate programme at this University and has been asked to pass a copy of this form to each referee. I would be grateful if you would be kind enough to send the form duly completed.

Kindly return the form not later than ..... and please, accept my thanks in advance for your co-operation.

.....  
**ACADEMIC REGISTRAR**

**SECTION A: (to be filled by the applicant)**

Full Names of the Applicant (Surname first)

.....

Programme applied for

.....

Name of Referee

.....

**SECTION B: (to be filled by the referee)**

Please write candidly about the applicant. You may use the other side of this form or attach a letter to this form. Indicate how long and under what capacity you have known the applicant. Comment on the applicant's qualifications and potential for advanced study in the field specified as well as his /her promise of professional success. In describing such attributes as motivation, intellect and maturity, please comment on both the strong and weak points.

1. I have known the applicant for a period of.....years.

2. He/She was/is..... (form of acquaintance).

3. In my opinion the applicant's qualifications and potential for advanced study in specified field is: (tick where applicable)

Excellent  Very Good  Good  Fair  Poor

4. How do you rate the candidate on the following attributes? (tick where applicable)

Attributes	Below 50%	50%-59%	60% - 79%	80%& above
a) Maturity	_____	_____	_____	_____
b) Academic ability	_____	_____	_____	_____
c) Intellectual Potential	_____	_____	_____	_____
d) Creativity	_____	_____	_____	_____
e) Originality	_____	_____	_____	_____
f) Motivation	_____	_____	_____	_____
g) Writing skills	_____	_____	_____	_____
h) Inter-personal relations	_____	_____	_____	_____

5. Do you recommend this applicant? (tick where applicable)

Highly recommend  Recommend   
 Recommended with Reservations  Do not recommend

Please candidly elucidate.....  
 .....

6. Referees Particulars

- i. Name of Referee.....
- ii. Address.....
- iii. Tel. No. .... E-mail address.....
- iv. Position/Title.....
- v. Signature.....Date.....

Please use the space below and back page for additional information, if any, which you believe would be helpful in assessing the candidate's application for postgraduate study.

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