

UC MBA

The applicant named below has applied for the Master of Business Administration (MBA), Post Graduate Diploma in Business Administration (PGDipBA) or the Postgraduate Certificate in Strategic Leadership (PGCertStratLdrship) at the University of Canterbury, New Zealand.

The MBA Director would appreciate your candid comments on this person's suitability for the programme. It would be appreciated if you could complete this form promptly as the applicant cannot be considered without your comments.

1. Applicant Details

Title: Mr Ms Mrs Miss Other _____
Name _____

2. Referee Details

Title: Mr Ms Mrs Miss Other _____
Name _____
Organisation _____
Email address (mandatory) _____
Telephone _____ Mobile _____

3. Applicant Information

Over what period of time have you known the applicant?

From: _____ To: _____

In what capacity have you known the applicant?

Please rate the applicant's skills in the following areas (1 = poor, 5 = excellent):

Written communication _____

Oral communication _____

Problem solving ability _____

Ability to make decisions _____

Ability to re-think decisions that did not work _____

Please comment on the applicant's interpersonal skills. How well does (s)he interact with peers, managers, direct reports, customers or clients?

Please describe two of the applicant's key strengths.

Please describe two of the applicant's key weaknesses or areas that the applicant has worked to improve on.

In your opinion, how suited is the applicant to study at a postgraduate level?

Please describe the applicant's management and leadership potential when compared to his/her peers.

Please provide any other information that you consider pertinent.

Signed _____

Date _____

4. Submitting your reference

Send your reference to:

UC MBA
College of Business and Law
University of Canterbury
Private Bag 4800
Christchurch 8140
New Zealand

Email: mba@canterbury.ac.nz

Thank you for your time!