

Reference Request for Study at London Metropolitan University*



Applicant: Please complete this side of Reference Form

To: Name of Referee _____
Address of Referee _____

_____ Post Code _____

I am applying to London City campus London North campus

Dear Referee

The person named in the panel below is applying for entry to study at London Metropolitan University. The applicant would like you to support his/her application and has sent this form directly to you. London Metropolitan University has adopted this procedure in an attempt to reduce any delays with the applications we receive. We would be very grateful if you would let us have, on the reverse of this sheet or in a separate letter (attached to this sheet), your opinion of this applicant. You may find it convenient to refer to the numbered questions overleaf.

Please return this form with your comments, within 14 days, to:

London Metropolitan University-Nigeria Office
Landmark Virtual Offices Limited
4th Floor Africa Re. Building
Plot 1679 Karimu Kotun Street
Victoria Island, Lagos, Nigeria

Telephone: 01 4613751
Facsimile: 01 4613750

DETAILS OF APPLICANT

Applicant's Surname/Family's Name

Applicant's Name

Applicant's Address

Date of Birth

Course applied for

*London Metropolitan University was created in August 2002 by the merger of London Guildhall University and the University of North London.

Confidential Statement by Referee

Name of Referee: _____

Position/Occupation/Connection with Applicant: _____

Address of Referee _____

_____ Post Code: _____

Telephone No.: _____ Fax No.: _____

It would be helpful if the following information about the applicant could be covered in your statement below:

- (i) Motivation and commitment
- (ii) Intellectual qualities including present and potential performance
- (iii) Personal qualities, including self-discipline
- (iv) Ability to organise his/her own time
- (v) Communication skills – oral and written
- (vi) Any other comments which you feel may be relevant to the candidate's application

Statement by Referee – Please affix official stamp, where appropriate, at the end of the statement

Signed: _____ Date: _____