



School of Graduate Studies

Professional Letter of Appraisal

Applicants: Send a link for the letter of appraisal form to your referee by email and include your full name, date of birth and Memorial student number (if known).

Adobe Reader, minimum version 8, is required to complete this form. Download the latest version at <http://get.adobe.com/reader>. (1) Save the form by clicking on File → Save As... on the menu bar; (2) Ensure that you are saving the file in PDF format; (3) Specify where you would like to save the file, e.g. Desktop; (4) Complete the entire form and save the file; (5) Attach it in an email to gradapply@mun.ca.

Do not type beyond the allotted space. This form is confidential when complete.

Section 1: Applicant Information

MUN No. (if known):	Last Name:	First Name:	Middle Name:
Academic Unit:	Date of Birth: Day: Month: Year:		

Section 2: Referee Information

Last Name:	First Name:	Title/Rank:
Institution:		
Street 1:	Street 2:	
City:	Prov./State:	
Postal/Zip Code:	Country:	
Institutional eMail address:	Telephone no.:	

Section 3: Referee Report

How long have you known the applicant?

In what capacity?

Please rank the applicant using the scale below and by using the peer group from the last five years as a comparison group.

Top 5% Top 10% Top 25% Top 50% Bottom 50% Inability to observe

- Intellectual ability
- Background preparation
- Originality and initiative
- Industry and perseverance
- Interpersonal skills
- Ability to work independently
- Ability to communicate in English (oral)
- Ability to communicate in English (written)

This applicant is

for admission to graduate school.

Section 4: Letter of Reference

Please use the space below to comment on the applicant's strengths and overall potential for completing a graduate degree at Memorial.

Section 5: Declaration, Signature and Submission of Form

I certify that the information contained in this form is complete and correct to the best of my knowledge. I understand that the School of Graduate Studies will verify documents submitted in support of a graduate application and that the submission of falsified documents is considered a serious offence.

I have read and agree with the above declaration.

Last Name:

First Name:

Title/Rank:

Date: