



## Letter of Reference Faculty of Education: Graduate Studies

### For the Applicant

Complete the first box with your personal information and then forward this form to 2 individuals who are well acquainted with your education and abilities. Please ask each of your referees to email their completed / signed reference letters directly to our office at [facultyedgrad@brandonu.ca](mailto:facultyedgrad@brandonu.ca) , and prior to the application deadline. They are not to be returned to the applicant at any time.

Brandon University  
Faculty of Education  
Graduate Studies Program  
270 - 18<sup>th</sup> Street  
Brandon MB R7A 6A9

**The annual closing date for applications is February 15<sup>th</sup>.**  
Applications must be complete before they will be considered.

Full Name	Student Number
Full mailing address	
Area of Specialization (check one):	
<input type="checkbox"/> Educational Administration	<input type="checkbox"/> Inclusive Education
<input type="checkbox"/> Guidance and Counselling	<input type="checkbox"/> Curriculum and Pedagogy

### For the Referee:

Complete the following 2-page reference form. Once completed, **please save as a PDF and sign and date the letter of reference.** Then email the document directly to our office at: [facultyedgrad@brandonu.ca](mailto:facultyedgrad@brandonu.ca) . All letters of reference are to be received by the Graduate Studies office prior to the annual application deadline. **Do not return to the applicant.**

If questions arise, please contact the Graduate Studies office at:

Phone (204) 727-7406  
Email [facultyedgrad@brandonu.ca](mailto:facultyedgrad@brandonu.ca)

1. How long have you known the applicant and in what capacity?

---

---

---

---

---

2. Please check appropriate column. Use 'additional comments' on page 3 where appropriate.

Please check only <b>ONE</b> from each category:	Outstanding	Above average	Average	Below average	Unable to Judge
Originality & Creativity	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Potential Research Ability	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Self-Directedness	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Perseverance	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Intellectual Ability	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Oral Communication in English	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Written Communication in English	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Interpersonal Skills	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>Overall Evaluation</b>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

3. Please comment on the applicant's ability to succeed in advanced graduate level studies in the declared area of specialization.

a. Work experience relevant to the declared area of specialization:

---

---

---

---

---

---

b. Experience / interest in engaging in research activities, such as classroom action research.

---

---

---

---

c. Personal characteristics and strengths relevant to area of study:

---

---

---

---

---

---

---

**For Counselling applicants only:**

d. Please respond specifically to the suitability of the candidate for the Counselling profession:

---

---

---

---

---

e. Additional Comments:

---

---

---

---

---

---

---

**Date** \_\_\_\_\_ **Signature** \_\_\_\_\_ x

**Please complete the section below:**

Name \_\_\_\_\_

Institution \_\_\_\_\_ Position \_\_\_\_\_

Address \_\_\_\_\_

Office phone \_\_\_\_\_ E-mail \_\_\_\_\_