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|  | Reference Request Postgraduate Teacher Education and Training |

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| **FOR COMPLETION BY YOUR NOMINATED REFEREE** | |
| **Section 1: Who is this reference for?** | |
| Full name of applicant: |  |
| Programme Reference requested for: |  |
| **Section 2: Referee details** | |
| Name: |  |
| Post/Occupation/Relationship to Applicant: |  |
| Tel. no. (including country/area code): |  |
| Fax. no. (including country/area) : |  |
| Email : |  |
| How long have you known the applicant and in what capacity?: |  |
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| **Notes for the guidance of referees**  You may use separate official letterhead if you wish. We recommend you save a copy for your records.  Your reference about the applicant should, if possible, cover the following:   * Suitability for teaching and career aspirations * Intellectual qualities including previous and present academic performance and any relevant subject experience through work/study, Ability to communicate clearly in written and spoken English * Personal characteristics including motivation, powers of analysis, communication skills, independence of thought and ability to sustain study at the level of their chosen course * Health and other personal circumstances which may affect them (please only include this if the applicant gives permission) | |
| **Data Protection Act**  Please remember that, under the Data Protection Act, the applicant can ask for a copy of any personal information about them held by the Institution. This will include the reference you have provided.  **Declaration**  If the application form, including the reference, has any information missing or contains false or misleading information University of Birmingham Dubai has the right to cancel the application and withdraw any offers that have been made. | |

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| **Section 3: Referee’s statement** | |
| **By submitting this reference you hereby confirm that you have no reservations regarding the suitability of this applicant to work with children.** | |
| **Signed**  . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . ………………..  **Date** . . . . . . . . . . . . . . . . . . . . . . . . . . . . . ………………… . . . . .  *Please affix official stamp, where appropriate, at the end of the statement. Alternatively if you use a professional email account for work please email your statement to the email address to the right.* | **Please send this reference to:**  **UOBDSOEadmissions@contacts.bham.ac.uk** |