REFERENCE FORM CONFIDENTIAL

#### INFORMATION FOR CANDIDATE

1. The candidate shall send the reference form(s) to his/her referee(s) requesting that the reference(s) form be completed and sealed in an envelope. The referee(s) shall sign across the seal and return to the candidate or forward to IPS, MMU.

2. It is the responsibility of the candidate to ensure the reference forms are forwarded to IPS, MMU within two weeks after the deadline of application.

## PART I: To be completed by the Applicant

Name of Applicant (in BLOCK CAPITALS):	
Programme Applied:	
Campus:	

## PART II: To be completed by the Referee

1.	How long have you known the applicant and in what capacity?
2.	How do you rate his/her academic ability?
3.	Taking overall view, what do you consider to be the applicant's major talents and strengths? What do you consider to be the applicant's major weakness?

		Outstanding	Good	Average	Poor	Unable to Asses
А	Intellectual ability.					
В	Capacity for original thought: e.g. Ability to initiate new ideas.					
С	Organisational ability: e.g. Ability to work with others & leadership quality.					
	state your observation on the applicant's suig a decision.	tability for the progra	mme, together	with any other in	formation, whic	ch might assist the Ur
		tability for the progra	mme, together	with any other in	formation, whic	ch might assist the Ur
makin		tability for the progra	mme, together	with any other in		ch might assist the Ur

Referee Name:	Position:
Organisational Address:	
Telephone No:	Fax No:
E-mail Address:	
Referee's Signature and Official Stamp:	Date:

All information provided will be treated confidentially. Your assistance in providing the information is highly appreciated.

Kindly return the form to:

# FOR (CYBERJAYA CAMPUS & PSDC) PROGRAMMES Institute for Postgraduate Studies (IPS)

Multimedia University Persiaran Multimedia 63100 Cyberjaya, Selangor Darul Ehsan, Malaysia Contact Number: 603-8312 5290/5560 Fax: 603-8312 5300

Email: ips@mmu.edu.my URL: http://research.mmu.edu.my/ips

\*PSDC: Penang Skills Development Centre

FOR (MELAKA CAMPUS) PROGRAMMES Institute for Postgraduate Studies (IPS) Multimedia University Jalan Ayer Keroh Lama 75450 Bukit Beruang, Melaka Contact Number: 606-252 3166/3564 Fax: 606-231 7141

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