*University of Galway* ACADEMIC REFERENCE

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| **Applicant’s Name:** | **In what academic capacity have you known the applicant?**  |

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| **Referee’s Name:** | **Referee’s Email Address:** |
| **Referee’s Occupation/Role:** | **Referee’s Address:****Tel:** Please provide contact telephone number. |
| **Dates relevant to this reference where you knew the applicant in the capacity specified above:** (month & year) From: To:  |

References are an important part of the selection process. Not providing a reference could adversely affect the candidate’s application, as could being unable to address a significant number of the questions in the reference.

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| 1 How many references have you ever written for Clinical Psychology Training Courses?0 1-3 4-6 more than 6 |
| 2 Compared with other Clinical Psychology Training Course applicants you have written references for, where would you place this applicant on a scale of 1-5?***1 is much worse than others*** 1 2 3 4 5 ***5 is the best*** Unable to rate |
| 3 I have known the applicant as: an undergraduate studenta postgraduate student/research assistant a salaried member of staffother (please specify): |  | 4 | I have known the applicant for: [ ] less than one year  [ ] one to two years  [ ] over two years | 5 I know the applicant: [ ] casually  [ ] fairly well  [ ] very well |
| 6 If you are writing a reference based on ***undergraduate academic performance***, what class of degree did they obtain? [ ] 1st [ ] High 2.1 (67-69.9) [ ] Mid 2.1 (64-66.9) [ ] Low 2.1 (60-63.9) [ ] 2.2 [ ] 3rd [ ] Not applicable |
| 7 If you are writing a reference based on ***postgraduate study***, using your judgement of the standard expected for a doctoral level degree, how would you rate the applicant’s overall academic performance: [ ] Some of their work is unsatisfactory and they are unlikely to be able to work at doctoral level  [ ] Some of their work is satisfactory but I have doubts about their ability to work at doctoral level [ ] Some of their work is good, but variability in their work makes me unsure they could work at doctoral level  [ ] Most of their work is good and I am reasonably confident that they could work at doctoral level [ ] Their work is excellent and I would have no doubts about their capacity to work at doctoral level  [ ] Not applicable |
| 8 How would you rate the quality and originality of their written work?***1 IS LOW*** [ ] 1 [ ] 2 [ ] 3 [ ] 4 [ ] 5 ***5 IS HIGH*** [ ] Unable to rate |
| 9 How would you rate their capacity to work independently, without close supervision?***1 IS LOW*** [ ] 1 [ ] 2 [ ] 3 [ ] 4 [ ] 5 ***5 IS HIGH*** [ ] Unable to rate |
| 10 How would you rate their research competence?***1 IS LOW*** [ ] 1 [ ] 2 [ ] 3 [ ] 4 | [ ] 5 |  | ***5 IS HIGH*** | [ ] Unable to rate |
| 11 What is your overall judgement of their ability to successfully complete a clinical psychology training course? [ ] I have significant doubts about their ability to complete a course  [ ] I think they would struggle to get through a course [ ] Although they have some strengths, I think they would struggle in some areas  [ ] I think they would manage most areas of the course well [ ] I think they would have no difficulty in any area of the course  [ ] Cannot comment |

Please comment on the applicant’s suitability, bearing in mind the following:

Please consider your duty of care to Clinical Psychology Training Courses and ultimately to the public, as well as your duty of care to the applicant. You can help Clinical Psychology Training Courses choose the best applicants by being clear about an applicant’s weaknesses as well as detailing their strengths.

Thank you for your help.

1. **Please comment on the applicant’s academic ability and potential including details of attainments to date.**
2. **Please comment on the applicant’s ability to apply their academic knowledge to practical problems e.g. lab work, research projects.**
3. **Please comment on the applicant’s ability to interact satisfactorily with staff and peers/colleagues.**
4. **Please comment on the applicant’s overall suitability for postgraduate training as an applied clinical scientist/practitioner.**

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| Signature:  | Date: |

Whilst it is University of Galway policy to keep references confidential, due to data protection law this cannot be guaranteed. If an applicant requests a copy of a reference we will contact you for your authorisation to release it. However, please assume that applicants may be able to see the reference. Information on data protection legislation in Ireland is available here: [www.dataprotection.ie](http://www.dataprotection.ie)

Please note: you should not normally act as a referee for your close relations or members of your immediate household. In other words, the applicant should not have a personal connection with you. ***Version 310823***

Completed references can be sent directly to: **clinicalpsychology@universityofgalway.ie**

**Where references are sent directly to the above address by referees, applicants must upload a note to CRM in the relevant section online to indicate that this is the case and provide the name and contact details of the referee(s).**