

Confidential Reference for the Diploma in Career Development

Applicant to complete the details below:

Name of Applicant	
Address	

To the Referee:

The above named person is seeking your support for their application for entry to the Diploma in Career Guidance programme.

We would appreciate your response to the questions on the following page. If you feel unable to comment on any question please indicate this.

Applicants need an ability to understand and relate well to other people through good communication skills and knowledge of themselves.

This reference is confidential, will remain the property of NMIT and will not be seen by the applicant.

Note:

It is not appropriate for a relative or close friend to complete this reference.

Once completed please email to enrolments@nmit.ac.nz or post to:

Enrolments Team
Nelson Marlborough Institute of Technology
Private Bag 19
Nelson 7042

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Referee's Name	
Contact Number	
Address	

I have known:

Name of Applicant	
Duration	
Position/Relationship to Applicant	
Referee Signature	
Date	

Please comment on the applicant's personal capacity for honesty, maturity, reliability, tolerance towards others and ability to accept responsibility for their own behaviour.

Please comment on the applicant's ability to communicate and relate constructively with others eg ability to express themselves, relate, listen and negotiate with others.

Please comment on the applicant's ability/attitude to study eg perseverance, application to work/study, response to guidance, taking initiative, study skills, literacy.

Thank you for your input on behalf of the applicant.