



## Scottish Universities Physics Alliance

### **ACADEMIC REFERENCE**

Dear Referee,

The person named on page 2 of this document is applying for a Prize Studentship from the Scottish Universities Physics Alliance (SUPA). The Graduate School requires a confidential reference. If you are sending the reference by post, it should be on the headed paper of your institution or with the official stamp of your institution. In addition, we ask you to complete the form on pages 2 and 3 to give an overall summary of the candidate.

*If you have received an email containing a link to the SUPA upload facility, you can complete this form and upload your letter of recommendation online.*

Listed below are the points that the SUPA Graduate School would like you to consider when composing your reference.

1. In what capacity have you known the applicant, and for how long?
2. If the applicant has yet to graduate, please indicate the degree result which, in your opinion, would most accurately reflect the applicant's abilities.
3. If possible, indicate the applicant's ranking compared to other students on the same course or compared to other students you have taught (for example, 5<sup>th</sup> in a class of 80 students; in the top 15% of students taught).
4. Assess the applicant's academic abilities, work experience where appropriate and personal qualities in terms of: analytical reasoning; ability to grasp concepts; ability to argue cogently; capacity for original thought; industry; motivation; perseverance over a long period or in the face of difficulties.
5. Comment on the applicant's responsiveness to supervision; capacity for self-criticism; ability to work independently; ability to work with others.
6. Indicate, if possible, the applicant's level of experience in the particular skills (such as laboratory experience) and research training needed to embark on the qualification for which he or she is aiming.
7. Indicate how confident you are that the applicant is likely to complete successfully the qualification for which he or she is aiming.
8. If appropriate, comment on any postgraduate study already undertaken or in progress.

Please sign your letter of reference (if possible) and either email it or post it directly to the address shown on page 3.

The form is in two sections spread over two pages.

**SECTION A: To be completed by the applicant**

**Name of Applicant:**

**Applicant's Application Code:**

**SECTION B: To be completed by the referee.**

*If you have received an email containing a link to the SUPA upload facility, this form can be completed online.*

**Name of Referee:**

**Would you be happy for the contents of this reference to be released to the applicant?<sup>i</sup>  yes  no**

Please rank the applicant against others you have taught or supervised by checking **one** box per row in the table below.

	Top 1-2%	Top 5%	Top 10%	Top 25%	Second quarter	Third quarter	Bottom quarter	Not Known
Overall ability	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
General intelligence	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
General physics knowledge	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Knowledge of the field of specialization	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Mathematical ability	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Experimental skills	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Capacity for independent thinking	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Perseverance in the face of difficulty	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Ability to work with others	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Communication skills	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Command of English in speech and writing	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Please identify the group that most closely matches the one with which you are comparing the applicant:

Undergraduates     Master's-level students     Doctoral-level students     Other

If you have selected 'other', please describe the group to which you are comparing this applicant.

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For how many years have you evaluated people in this group? \_\_\_\_\_

Approximately how many people have been in this group in total over those years? \_\_\_\_\_

Admission to graduate study at SUPA is:

- Strongly recommended  
 Recommended  
 Recommended with reservations  
 NOT recommended

Thank you for completing this form.

Please post or email pages 2 and 3 together with a written reference to SUPA.

Our postal address is:

The Graduate School Secretary  
Scottish Universities Physics Alliance  
James Clerk Maxwell Building  
The King's Buildings  
Mayfield Road  
Edinburgh  
EH9 3JZ

Our email address is [przrefs@supa.ac.uk](mailto:przrefs@supa.ac.uk).

Thank you for your co-operation in this matter. Your reference will greatly assist the SUPA Graduate School in reaching a decision on this application.

**The closing date for applications is 31<sup>st</sup> January 2009. Note that any applications whose references are received after 10:00 GMT on Tuesday 3 February 2009 are unlikely to be considered.**

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<sup>i</sup> The Data Protection Act gives the subject of your reference the right to ask to see it. In responding to such requests we are required to weigh your interests as the referee against the interests of the applicant and then decide whether or not to release the reference. The applicant has the right to challenge any non-disclosure decisions that we make. This means that we cannot guarantee that the reference will not be disclosed. However, we will always seek your opinions and take them into account in any discussion about disclosure.