



**EXCHANGE - ACADEMIC REFERENCE FORM**

APPLICANT

Last Name                      First Name                      Middle Name                      ID Number

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is applying for an exchange programme which will allow the student to be an ambassador for USP at a partner university in another country. As a referee for the applicant please complete the section below.

How long and in what capacity have you known the applicant? \_\_\_\_\_

\_\_\_\_\_

Please indicate the applicant’s ability and academic competence in comparison with other individuals whom you have known at similar stages in their academic careers.

	Excellent [v/x]	Good [v/x]	Average [v/x]	Poor [v/x]	Inadequate ability to judge [v/x]
Academic / intellectual potential					
Motivation & seriousness of purpose					
Maturity					
Ability to adapt new circumstances					
Relationship with peers					
Communication & interpersonal skills					
Academic writing skills					

Please comment on [i] the student’s ability to represent USP abroad [ii] relevance of the exchange programme to the student’s academic; career or personal goals [iii] any other factor which you believe may contribute to successful exchange experience. You may use additional pages if you wish.

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\_\_\_\_\_

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\_\_\_\_\_

\_\_\_\_\_

Referee’s Name: \_\_\_\_\_

Referee’s Signature: \_\_\_\_\_

Position: \_\_\_\_\_

The referee is requested to please return this form directly to USP International [address below] no later than the Exchange Deadline.

Completed Exchange Reference Form should be either mailed on: USP ICM, USP International Office, Laucala Campus, USP, Private Mail Bag, Suva, Fiji. **Dropped off** at: CELT Building, 1<sup>st</sup> Floor **OR**  
 Email: [international@usp.ac.fj](mailto:international@usp.ac.fj)