

Applicants:

You need to complete a reference from your Head of Year or Form/Personal Tutor to support your application. Please pass this reference request to your teacher, college tutor, employer or a professional person whom you have known for more than 12 months.

To be completed by the Applicant			
Applicant's Name		Date of Birth	
Address			
		Postcode	
Programme applied for			

To the Referee:

Please complete this reference to enable us to ascertain whether this candidate is capable of achieving on an Entry-Level/Level 1 programme. References are valued and careful note will be taken of your comments. Thank you for completing this reference.

Attendance % to date this year		Punctuality	Good <input type="checkbox"/>	Poor <input type="checkbox"/>
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Criteria	Always				Sometimes				Needs improvement	
	1	2	3	4	5	6	7	8	9	10
Displays appropriate behaviour?										
Is able to follow instructions?										
Has potential to work independently?										
Is able to work and communicate confidently in a group?										
Is able to communicate clearly one-to-one?										
Is sensitive and able to recognise the feelings of others?										
Is trustworthy & honest?										
Is reliable?										
Meets deadlines?										

To be completed by school or college

Award / Level	Subject	Predicated Grade	Actual Grade

For completion by all referees - I have known the applicant for: _____ (please complete)

Has the applicant ever been excluded? Please give the reason

Additional learning needs including dyslexia, dyspraxia, autism/Asperger's, ADHD, physical difficulties, health issues or problems with mental well-being:

Health and wellbeing issues:

Please add an overall comment regarding the suitability of this applicant for the above mentioned course

Signed		Name (please print)	
Job Title			
Work Email		Work Telephone	
Name of School		Date	

Please pass back to candidate in order for them to upload to their myVISION account at <https://www.wnc.ac.uk/myVision/Login.aspx>

If confidential, please send to admissions@wnc.ac.uk