



REFERENCE FOR GRADUATE STUDY

Three (3) references are required for the Doctor of Philosophy (Urban and Regional Planning and two (2) references for the Diploma/Master of Arts (Urban and Regional Planning). References must be from a former professor and current/former employer (*referral from a friend, colleague and relative are **not** acceptable*). Each form must be completed and signed by the referee himself/herself otherwise, the recommendation will not be accepted.

Note: A hand-carried reference may be accepted provided it is placed in a sealed envelope with the signature of the referee on its flap.

This part is to be completed by the applicant. Please write legibly.

Applicants Name: _____
First Name *Middle Name* *Last Name*

- The applicant named above has applied for admission to:
- Diploma in Urban and Regional Planning
 - Master of Arts (Urban and Regional Planning)
 - Doctor of Philosophy (Urban and Regional Planning)

This part below is to be completed by the person signing this Reference Form

We would appreciate your candid opinion of the applicant. This information will be held in strictest confidence. Because we shall withhold action until we have heard from you, we would appreciate receiving this form back as soon as possible.

Name _____
 Position/Designation _____
 Name of Office _____
 Address _____
 Tel.No./Email address _____

Please check (/) in the appropriate box to indicate how you rank the applicant.

Qualifications	Below Average	Average	Above Average
• Intelligence			
• Aptitude for the planning profession			
• Seriousness of purpose			
• Industry			
• Initiative			
• Ability to work in a group			

1. How long have you known the applicant? (number of years or months) _____
2. What is/was **your** position in relation to the applicant (e.g. former professor, employer, or supervisor—please specify, for example: I was the applicant’s...) _____
3. What are the strongest traits of the applicant?

4. What are the weakest?

5. What character traits or professional attitudes does the applicant have which we should know about in guiding his/her graduate study?

6. Would you recommend the applicant for admission to graduate study?

Please return the completed form to the DIRECTOR OF GRADUATE STUDIES, SCHOOL OF URBAN AND REGIONAL PLANNING, UNIVERSITY OF THE PHILIPPINES, E. JACINTO STREET, DILIMAN, QUEZON CITY, in the envelope provided by the applicant.

Signature _____ Date _____