

Professional Referee Report – Confidential
Master of Psychology (Counselling)
Master of Psychology (Educational and Developmental)

PERSONAL DETAILS – To be completed by the applicant before forwarding to the referee. This form must be submitted by the referee.

Title	Surname	Given Names
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- Master of Psychology (Counselling) **OR**
 Master of Psychology (Educational and Developmental)

CONFIDENTIAL REFEREE REPORT – TO BE COMPLETED BY THE REFEREE.

This form must be forwarded to the referee and returned by them directly, to:

The Admissions Office, Faculty of Education, Building 6, Clayton Campus, Monash University, VIC 3800

Referee reports should be received by the Admissions Office by 31st October.

Name	Contact Number
Position	Employer

- How long have you known the applicant? _____
- In what capacity have you known the applicant? (including your role, applicant's role and work context)

Referee role and work context:

Applicant's role and work context:

3. Please rate applicant's characteristics and competencies using a 5-point scale

(1 = not very well; 5 = excellent)

Is the applicant

Well known to you?	1	2	3	4	5
Self-motivating?	1	2	3	4	5
Able to meet deadlines?	1	2	3	4	5
An empathic listener?	1	2	3	4	5
Able to work as a team member?	1	2	3	4	5
Able to get on with staff?	1	2	3	4	5
Able to express themselves verbally?	1	2	3	4	5
Able to write professionally?	1	2	3	4	5

4. What are the applicant's strongest competencies in the areas of counselling or educational and developmental psychology?

5. What are the competency areas the applicant needs most to develop?

6. Overall, my support for this applicant for this course is:

Unreserved Strong Fairly strong Moderate None at all

7. Comments (optional)

REFEREE'S SIGNATURE

Under the Information Privacy Act an individual may seek access to personal information that Monash University holds about them. If the individual whom this referee report is about seeks access to the report:

- I consent to the entire report (including my name) being released to the individual; or
- I do not consent to my name being released to the individual and I confirm that this information is provided in confidence

Signature: Date / /

The information on this form is collected for the primary purpose of providing a referee report on the suitability of an applicant. Other purposes of collection include attending to administrative matters. If you choose not to complete all the questions on this form, it may not be possible for the Faculty of Education to assess the application for admission. You have a right to access personal information that Monash University holds about you, subject to any exceptions in relevant legislation. If you wish to seek access to your personal information or inquire about the handling of your personal information, please contact the University Privacy Officer on 9905 6011.