Re: Application to the Foundation Courses for Higher Education-Mature Students  
Referee Form 1

Dear Referee,

As you are aware this applicant wishes to apply for a place on the **Foundation Course for Higher Education – Mature Students** and has put your name forward as a referee. I am writing to ask you to complete the attached **Confidential Questionnaire** and return it to us.

The Foundation Course is delivered in three locations: Trinity College in Dublin 2; Pearse College in Crumlin, Dublin 12; and Plunket College in Whitehall, Dublin 9. Applicants may select up to two locations on the application form. The completed application form and essay, together with your Confidential Questionnaire is reviewed by each of the two selected institutions.

I would like to thank you for taking the time to complete the questionnaire and to say that your information will be of great assistance to us when it comes to selecting students for the courses. We place great importance on the information supplied by the referees and would appreciate your **absolute frankness on each question.** We would also ask that you are not guided by a wish to see the applicant placed on the course but by your **sense of his/her ability to contribute to and benefit from the course.** You will find that the questionnaire covers many areas. You may not feel in a position to answer every question, if this is the case do write this in the comment box.

Please return the questionnaire by **28th March 2015.** In the meantime if you should have any queries, do not hesitate to contact me.

Yours faithfully

Sarah Grimson  
Course Co-ordinator  
E: grimsos@tcd.ie  
Tel: 01 896 3472

*Alternative print formats are available on request.*
Referee Questionnaire

Name of Applicant: ____________________________________________

Applicant’s Address: __________________________________________

1. Rate the applicant’s potential for university study by marking the appropriate box.

Motivation to Study

<table>
<thead>
<tr>
<th>Excellent</th>
<th>Poor</th>
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<tr>
<td>□ □ □ □ □</td>
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Determination

<table>
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<tr>
<th>Excellent</th>
<th>Poor</th>
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Past Record of Attendance

<table>
<thead>
<tr>
<th>Excellent</th>
<th>Poor</th>
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<tr>
<td>□ □ □ □ □</td>
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Level of Literacy

<table>
<thead>
<tr>
<th>Excellent</th>
<th>Poor</th>
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Capacity for New Situations

<table>
<thead>
<tr>
<th>Excellent</th>
<th>Poor</th>
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<tr>
<td>□ □ □ □ □</td>
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Desire to Study at 3rd Level

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<tr>
<th>Strong</th>
<th>Weak</th>
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<td>□ □ □ □ □</td>
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Capacity to Benefit from the Course

<table>
<thead>
<tr>
<th>Excellent</th>
<th>Poor</th>
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<tr>
<td>□ □ □ □ □</td>
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Potential to Cope with Academic Learning

<table>
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<th>Excellent</th>
<th>Poor</th>
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</tbody>
</table>

Please comment on your assessment:

______________________________________________________________________

______________________________________________________________________

______________________________________________________________________

2. Do you consider the applicant’s expectations with regard to the Course to be realistic?

Yes □ No □

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1 The HEI is subject to the Freedom of Information Act 1997. The university may, under this act, be under obligation in certain circumstances to divulge or grant access to information and records which are contained in references or which are otherwise acquired in the course of this application. The HEI will in all instances be bound by the findings of the Information Commissioner with regard to any requests under this Act.
**Referee Questionnaire**

**Name of Applicant:** ______________________________________

3. What do you think this applicant could contribute to the Foundation Course for Higher Education?

4. What do you think he/she would require of the Foundation Course for Higher Education in order to ensure success with future studies?

5. List the applicant’s strengths:

6. List the applicant’s weaknesses:

7. Please, state the capacity in which you know the applicant:

Signed:_____________________________ Date:_____________________________

Thank you for taking the time to complete this questionnaire. In order to assist us with our decision we may be contacting the referees. Therefore, we would appreciate it if you could give a contact number.

Telephone: ______________________________

**THIS FORM SHOULD BE RETURNED by 28th March 2015 to:**
Sarah Grimson, Course Co-ordinator
Foundation Courses for Higher Education Goldsmith Hall, Trinity College, Dublin 2
Phone: 01 896 2751/3472, Fax: 896 2753, Email: tapadmin@tcd.ie
Re: Application to the Foundation Courses for Higher Education-Mature Students
Referee Form 2

Dear Referee,

As you are aware this applicant wishes to apply for a place on the Foundation Course for Higher Education – Mature Students and has put your name forward as a referee. I am writing to ask you to complete the attached Confidential Questionnaire and return it to us.

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<tbody>
<tr>
<td>Motivation to Study</td>
<td>□ □ □ □ □</td>
<td></td>
</tr>
<tr>
<td>Determination</td>
<td>□ □ □ □ □</td>
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<tr>
<td>Past Record of Attendance</td>
<td>□ □ □ □ □</td>
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<tr>
<td>Level of Literacy</td>
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<tr>
<td>Capacity for New Situations</td>
<td>□ □ □ □ □</td>
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<td>Desire to Study at 3rd Level</td>
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<td>Weak</td>
</tr>
<tr>
<td>Capacity to Benefit from the Course</td>
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<tr>
<td>Potential to Cope with Academic Learning</td>
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Please comment on your assessment:

____________________________________________________________________
____________________________________________________________________
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____________________________________________________________________
____________________________________________________________________

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