MACQUARIE
University
SYDNEY·AUSTRALIA

REFEREE REPORT
School of Education

This form is only required if the applicant does not have an Australian Bachelor Degree or recognised equivalent in Education

APPLICANT'S FULL NAME: STUDENT ID:

You have been nominated as a referee for an application for one of the below programs in the School of Education at Macquarie University.
- Graduate Certificate of Higher Education
- Graduate Certificate in Education
- Master of Education (Specialisation)
- Master of Educational Leadership (School of Education)

In this form you will be asked to provide some information about: the applicant and their job while working with you; you and your current job; and the knowledge and skills relating to educational theory, policy, management and practice the applicant has developed through work.

Please send your report directly by email to **mi.admissions@mq.edu.au**.
(NB: it is not necessary for you to send a copy of this form to the applicant).

1) Information about the <u>applicant</u> and their job while working with you
Family Name: Other Name:

Job Title: Period of service with your organisation:

Organisation: Employment Status: Full time   /Part time   Start date: Finish date:

Please describe the applicant's principal work responsibilities with your organisation:

2) Information about <u>you</u> and your job while the applicant was employed at the above organisation
Family Name: Other Name:

Work Telephone: Work Email:

Job Title: Organisation:

Period of service with the organisation:

Please describe your relationship to applicant:

Information about the knowledge and skills relating to educational theory, policy, management and practice the applicant has developed through their work. To the best of your knowledge, has the applicant

                                                                Yes   No

- completed education, training, or professional development programs that covered aspects of educational theory, policy, management or practice
- had experience in developing, managing, or implementing, curriculum or curriculum policy
- had experience in developing, managing, or implementing programs for assessment or evaluation (e.g. assessing students' knowledge and Skills, or evaluating the effectiveness or quality of educational programs)
- developed or delivered education, training, or professional development courses (i.e. in face-to-face, online, or correspondence modes)
- managed others who develop or deliver programs of education, training or professional development, or who develop or implement policies which impact the quality of program delivery

Please outline any other relevant information you believe may support the application: