**Academic Reference Form**

**Hardiman PhD Scholarships**

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| **To the Applicant:** Please complete Section A below and send the form to your referee.  Two completed Academic Reference Forms must be received by the University of Galway by **17:00 (Irish Time) Friday, 7th February 2025**  **To the Referee:** Please complete this form to indicate the Applicant’s academic suitability and potential to undertake PhD research in the University of Galway. Please return the completed form to [hrscholar@universityofgalway.ie](mailto:hrscholar@universityofgalway.ie) with the applicant’s name included in the file name and in the subject line of the email. The completed form must be received by **17:00 (Irish Time) Friday, 7th February 2025.**  **Incomplete scholarship applications (i.e. without a complete application form, a supervisor form and two completed reference forms) will not be assessed.**  For information about the PhD Scholarships, please see [our website](https://www.universityofgalway.ie/hardiman-scholarships/).  We appreciate you taking the time to provide this reference. |
| **Section A (to be completed by Applicant)** |
| Name: |
| Contact Address: |
| Email Address: |
| **Section B (to be completed by Referee)** |
| Title and Name of Referee: |
| Contact Address: |

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| Email Address: |

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| *Tick (*🗸*) as appropriate*  **What is your relationship with the Applicant?**  Academic – Lecturer/Mentor/Advisor  Employer  Other  **How well do you know the Applicant?**  Very well  Reasonably well  Not very well  **How long do you know the Applicant?**  More than 3 years  Between 2 and 3 years  Between 1 and 2 years  Less than 1 year  If the Applicant’s first language is not English, please comment on their proficiency in the language: |
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**Evaluation of Applicant** – in comparison with similar candidates with whom you have interacted. Tick (🗸) as appropriate and add brief justification for ranking.

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|  | Outstanding | Excellent | Very Good | Good | Average | Brief Justification |
| Intellectual Ability |  |  |  |  |  |  |
| Academic / entrepreneurial Initiative |  |  |  |  |  |  |
| Research Capability |  |  |  |  |  |  |
| Analytical Capability |  |  |  |  |  |  |
| Research Motivation |  |  |  |  |  |  |
| Project / Teamwork |  |  |  |  |  |  |
| Ambition |  |  |  |  |  |  |
| Written / Oral Communication |  |  |  |  |  |  |

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| --- | --- |
| Statement on the Applicant’s research potential with specific reference to recent knowledge of the Applicant’s work and any particular supports the Applicant may require: | |
|  | |
| Signed: | Date: |

The University Hardiman Assessors, assessing the applications, will have access to the personal details pertaining to you in the Academic Reference Form, in addition to any information you include in the reference form. Applicants must gain the consent of any proposed referee before adding them to an application.

Please submit the completed form to [hrscholar@universityofgalway.ie](mailto:hrscholar@universityofgalway.ie) before **17:00 (Irish Time) Friday, 7th February 2025**

***How to submit the Academic Reference Form***

***Referee:***

Email the form (either as a Word document or in PDF format) as an attachment with the **applicant’s full name in the subject line**. See example below:  
  
A computer screen shot of a computer

Description automatically generated