



Application Reference

Ref No.	
Applicant Name	
Date of birth	
Current/previous college	
Course applied for	
Campus	

Academic Record

1. Please list the subjects being taken or already achieved showing the predicted or actual grades.

Qualification	Predicted Grade	Date of Exam	Actual Grade

2. How long have you known the applicant?

Years		Months	
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3. Please Tick as appropriate where:

Written communication	Poor	Average	Good	Excellent
Oral communication				
Quality of Work				
Commitment				
Motivation				
Ability to work as a member of a team				
Relationship with peer/group teachers				
Behaviour				
Attitude to school/college/work environment				
Attendance (%)		From		
Punctuality (%)		To		

4. Please comment on any additional support the applicant might need, e.g. help with literacy and numeracy, help with English for speakers of other languages or help for those with a learning difficulty or disability.

Please also include any special arrangements the applicant is entitled to for examinations.

5. General remarks, including suitability, participation in School/College activities, attendance record, work experience.

Name of Referee:

Signed:

Position:

Date:

Returns by post or by hand

Return to –

**Admission Team, Oaklands College, St Albans Smallford Campus, St Albans,
Herts AL4 0JA.**

If you are returning this form by post or by hand, please ensure that the school add the school stamp below in the box provided.

School Stamp Here

Returns by post or by email

Send the completed form to contactcentre@oaklands.ac.uk from the recognised email account of the referee. Please note that references received from personal email accounts may not be accepted.