



## DUCHESNE COLLEGE

Dear Sir/Madam,

Thank you for agreeing to be a confidential referee for this student who is seeking to be a resident at Duchesne College, within the grounds of the University of Queensland.

Duchesne College is a residential College which aims to create new opportunities for personal and academic growth. Guided by the philosophy and goals of the Sisters of the Sacred Heart, we encourage lifelong learning to support personal growth and discovery. Our vision for the future is to help the students transition successfully from secondary to tertiary education and then on to a fulfilling life beyond graduation.

It is important that the offer of residency goes to someone who would be suited to such an environment. As well as the many benefits and advantages which students derive from living within the College, they need to give unselfishly to the general community, socially, culturally and in sport, so that the College ethos is maintained.

When completing the referee's report form, please consider the applicant and her ability to fit into such an environment, rather than simply addressing her strengths as a student. We also strongly urge you to use the provided form, rather than forwarding a general reference which is less directed to our purposes. Please note that at least one referee must be the Principal or Vice Principal at her school. The remaining referee should be someone who has known her for at least two years, a teacher or family friend, for example, but not a family member.

The information that you supply will be used for the purposes of the College application and will not be shared with anyone else, including the applicant.

It is the applicant's responsibility to provide you with the Referee Report Form. Once completed please scan and email to [registrar@duchesne.uq.edu.au](mailto:registrar@duchesne.uq.edu.au) or mail to Duchesne College.

Your assistance in helping this student with her application is very much appreciated.

Kind regards

Helen Sinclair

Acting Head of College



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## Referee's Report Form

Name of Applicant: \_\_\_\_\_

Address of Applicant: \_\_\_\_\_

Name of Referee: \_\_\_\_\_

Institution /Company: \_\_\_\_\_

Position Held: \_\_\_\_\_

Address of Referee: \_\_\_\_\_ Email: \_\_\_\_\_

Phone: \_\_\_\_\_ Mobile: \_\_\_\_\_

1. How long have you known this candidate and in what capacity?

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

2. Please comment on any outstanding qualities the candidate may have:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

3. How do you think the applicant would benefit from living at Duchesne and what do you think they would contribute to the College?

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_



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4. How do you think she will cope with living within a residential community?

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5. Can you identify any areas requiring further maturity or development?

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6. Please provide any other information which you consider relevant to this application:

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7. Academic Referee Only – Please indicate below the ATAR score you would expect this student to achieve.

- $\geq 98.85$      88.75 – 97.30     77.85 – 86.25     62.55 – 75.05     30.00 – 62.55

8. If you were selecting from a highly competitive list on the basis of potential contribution to College life, please X cross the most appropriate (one only) rating below:

- Outstanding     Above Average     Average     Advise not to admit



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9. How would you rate her in regards to the following characteristics: Please place a tick in the appropriate box

	Outstanding	Above Average	Average	Below Average	Not able to comment
Christian Commitment (if applicable, or commitment to the ethos of the College)					
Moral Qualities					
Character & sense of responsibility					
Intelligence & academic potential					
Application to study					
Leadership Qualities					
Initiative					
Organisational Ability					
Ability to relate to others					
Consideration of others					
Maturity					
Ability to deal with stress					
Involvement in school or community activities					
Ability to express ideas					
Coping with disappointment					
Kindness & generosity					
Sporting ability					
Musical ability					
Drama / Debating skills					

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

*Strength in the Light of Truth*

St. Lucia, Brisbane, Queensland – Australia  
 College Road, St. Lucia, QLD, 4067  
 Telephone: (07) 3377 2333  
 Facsimile: (07) 3377 2314  
 Email: [duchesne.college@duchesne.uq.edu.au](mailto:duchesne.college@duchesne.uq.edu.au)  
[www.duchesne.uq.edu.au](http://www.duchesne.uq.edu.au)