



**Nunavut
Arctic College**

Applicant Reference Form

To the applicants:

Suitable references are an adult educator, a school principal, a teacher or a former employer.

To the referee:

We would appreciate if you could elaborate your answers (more than a yes or no) on this reference form, or you can write your own reference letter.

Program applied for: _____

Applicant's name: _____

How long have you known the applicant: _____

Your relationship to the applicant: _____

1. List applicant's experience directly related to this program:
2. Knowledge, skills and abilities:
3. Communication skills (verbal / written):
4. Does this person show initiative in starting and completing a project?
5. Do you consider this person to be responsible and mature?
6. How do you think this person will adapt to living / working in the College environment?
7. Do you consider the applicant to be suitable for this program?

Referee:

Name: _____

Position: _____

Date: _____

Telephone: _____

Signature: _____