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|  <p style="font-size: small;">UNIVERSITI MALAYSIA TERENGGANU</p> | <p>UNIVERSITI MALAYSIA TERENGGANU PEJABAT PENDAFTAR Aras 1, Bangunan Canseleri dan Pentadbiran 21030 Kuala Terengganu, Terengganu Darul Iman Tel. : 09-668 4470 Faks : 09-669 6441</p> |
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CONFIDENTIAL REPORT FOR AN ACADEMIC POSITION

Section A : To be Completed by the Applicant

Name of Applicant : _____

Identification/Passport No. : _____

Position Applied : _____ Faculty : _____

Name of Referee : _____

Referee 's Position : _____

Referee's Organization Name : _____

Section B : To be Completed by the Referee

The above mentioned applicant has applied for a position at Universiti Malaysia Terengganu. The applicant is required to obtain confidential report from referees of his/her own choice and the report to be submitted directly to Universiti Malaysia Terengganu together with the application form.

Please provide the required confidential report with reference to the qualification and suitability of the applicant to hold the position. The evaluation required by the university should include excellence in knowledge, education acquired, potential expertise for further development, ability to teach and conduct experimental studies, experience, personality and other relevant aspects which will assist the university college to assess his/her application.

If the space provided is insufficient, please submit the report as a separate document.

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|---|
| 1. How long and in what capacity have you known the applicant? |
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| |
| 2. Please discuss the applicant's ability and suitability for the position he/she is applying for. |
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| 3. Please provide your views on the applicant's qualities in the following areas : (Use additional sheet if necessary) |
| 3.1 Academic Qualifications |
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| 3.2 Leadership Qualities |
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| CONFIDENTIAL REPORT FOR AN ACADEMIC POSITION | |
|---|---------------------------|
| Continue..... | Name of applicant : _____ |
| 3.3 <u>Willingness to Cooperate</u> | |
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| 3.4 <u>Personal Qualities</u> | |
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| | |
| 4. Based on the above, would you recommend the applicant to the position he/she is applying for? | |
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| | |
| | |

Signature : _____ Date : _____

Name of Referee : _____ Position : _____

Identification/Passport No. : _____

Name of Institution : _____

Office Address : _____

Office Telephone No. : _____ Fax No. : _____

Thank you for your kind cooperation.

Please send the completed report together with the application form in a separate envelope to :-

**PEJABAT PENDAFTAR
UNIVERSITI MALAYSIA TERENGGANU
ARAS 1, BANGUNAN CANSELERI DAN PENTADBIRAN
21030 KUALA TERENGGANU
TERENGGANU DARUL IMAN
MALAYSIA
(U.P. SEKSYEN PERJAWATAN)**

**UNIVERSITI MALAYSIA TERENGGANU****JABATAN PENDAFTAR**

Aras 1, Bangunan Canselori dan Pentadbiran
 21030 Kuala Terengganu, Terengganu Darul Iman
 Tel. : 09-668 4470 Faks : 09-669 6441

CONFIDENTIAL REPORT FOR AN ACADEMIC POSITION**Section A : To be Completed by the Applicant**

Name of Applicant : _____

Identification/Passport No. : _____

Position Applied : _____ Faculty : _____

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Referee 's Position : _____

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1. How long and in what capacity have you known the applicant?

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2. Please discuss the applicant's ability and suitability for the position he/she is applying for.

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3. Please provide your views on the applicant's qualities in the following areas : *(Use additional sheet if necessary)***3.5 Academic Qualifications**

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3.6 Leadership Qualities

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| CONFIDENTIAL REPORT FOR AN ACADEMIC POSITION | |
|---|---------------------------|
| Continue..... | Name of applicant : _____ |
| 3.7 <u>Willingness to Cooperate</u> | |
| | |
| | |
| 3.8 <u>Personal Qualities</u> | |
| | |
| | |
| 4. Based on the above, would you recommend the applicant to the position he/she is applying for? | |
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