



**REFERENCE FOR GRADUATE AND POSTGRADUATE STUDY**

Two (2) references are required for admission in all programs of the Graduate School. References must be a current or former employer or a former professor (*a friend, colleague and relative are **not** acceptable as references*). Each form must be completed and signed by the referee himself/herself; otherwise, the recommendation will not be accepted.

*Note: Properly accomplished reference must be uploaded on the DHVSU **ONLINE ADMISSION PORTAL** during admission application together with other requirements.*

***This part is to be completed by the applicant. Please write legibly.***

Applicant's Name: \_\_\_\_\_

*Last Name*
*First Name*
*Middle Name*

The applicant named above has applied for admission to:

- Doctor of Public Management
- Doctor of Education major in Educational Management
- Master of Education
  - Major in:
    - Educational Management
    - English
    - Filipino
    - Mathematics
    - Physical Education
    - Social Studies
    - Technology and Livelihood Education
- Master of Public Administration
- Master of Public Administration (Non-Thesis)
- Master of Business Administration
- Master of Business Administration (Non-Thesis)
- Mater of Arts in Social Work

***This part below is to be completed by the person signing this Reference Form***

We would appreciate your candid opinion of the applicant. This information will be held in strictest confidence. Because we shall withhold action until we have heard from you, we would appreciate receiving this form back as soon as possible.

Name : \_\_\_\_\_  
 Position/Designation : \_\_\_\_\_  
 Name of Office : \_\_\_\_\_  
 Address : \_\_\_\_\_  
 Mobile number : \_\_\_\_\_

**Please check (/) the appropriate box to indicate how you rank the applicant.**

Qualification	Below Average	Average	Above Average
• Intelligence			
• Aptitude for the teaching profession			
• Industry			
• Initiative			
• Ability to work in group			

- How long have you known the applicant? (number of years or months) \_\_\_\_\_.
- What is/was your position in relation to the applicant (e.g. former professor, employer, or supervisor)  
 \_\_\_\_\_ Immediate Supervisor/Superior \_\_\_\_\_ Former Professor \_\_\_\_\_ others, please specify \_\_\_\_\_
- What are the strongest traits of the applicant? Ability to blend with others (in work related activities)  
 \_\_\_\_\_  
 \_\_\_\_\_
- What is/are the weakest?  
 \_\_\_\_\_  
 \_\_\_\_\_
- Would you recommend the applicant for admission in the graduate study? \_\_\_\_\_ Yes \_\_\_\_\_ No

Please return the completed form to the DIRECTOR OF ADMISSIONS, DON HONORIO VENTURA STATE UNIVERSITY, Villa De Bacolor, Pampanga.

Signature \_\_\_\_\_

Date \_\_\_\_\_