**Prime Minister’s Scholarships for Asia (PMSA) - Letter to Referees**

**Dear Referee,**

You have been asked to provide a reference for a Prime Minister’s Scholarships for Asia (PMSA) candidate.

The PMSA are funded by the NZ Government and administered by Education New Zealand. The scholarships aim to encourage NZ citizens to undertake an eligible programme in Asia. The goals of the PMSA are to:

* Increase New Zealand’s ability to engage with key Asian trading partners
* Improve the international skills of the New Zealand workforce
* Establish connections between NZ and other countries by building lifelong friendships and networks
* Strengthen New Zealander’s understanding of other cultures
* Increase international understanding of the strength and quality of New Zealand’s education system
* Enhance the internationalisation of New Zealand tertiary institutions

**Referee Requirements**

1. Please complete the PMSA Referee Form, and
2. Prepare a reference letter – particularly commenting on the candidate’s ability to contribute and fulfil the goals of the PMSA
3. Submit to Education New Zealand by 30 March (for Round 2) or 30 September (for Round 1).

**How to submit your PMSA Reference**

**Email:** To scholarship@enz.govt.nz

Please ensure you include the candidate’s name in the subject of the email.

**Post:** To Education New Zealand, Scholarships Manager, PO Box 12-041, Wellington 6144, New Zealand

Referee reports and letters must be enclosed in a sealed envelope with the referee’s signature on the seal.

Thank you for assisting us to identify outstanding candidates to take up scholarships under the PMSA Programme. We appreciate your professional opinion and the time taken to complete your reference.

Sincerely,



Christine Roberts

Scholarships Programme Manager

**Please Note: References are confidential documents viewed only by Education New Zealand staff and the PMSA** **Selection Panel. The contents will not be shared with PMSA candidates under any circumstances.**

**Prime Minister’s Scholarships for Asia (PMSA) – Referee Report**

|  |  |
| --- | --- |
| **Candidate Name**  |  |
| **Referee Name** |  |
| **Institution / Company** |  |
| **Department / School** |  |
| **Position / Title** |  |
| **Email Address** |  |
|  |  |

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| --- |
| **How long have you known the candidate?** |
|  |
| **In what capacity do you know the candidate?** |
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| **Please rate the candidate on the following qualities**  |
| **Qualities** | **Excellent** | **Very Good** | **Good** | **Average** | **Below average** | **Unable to comment** |
| Intellectual ability and academic standard |  |  |  |  |  |  |
| Research ability  |  |  |  |  |  |  |
| Oral communication skills |  |  |  |  |  |  |
| Written communication skills |  |  |  |  |  |  |
| Resourcefulness and creativity |  |  |  |  |  |  |
| Organisational skills |  |  |  |  |  |  |
| Ability to build and maintain relationships |  |  |  |  |  |  |
| Independence and initiative |  |  |  |  |  |  |
| Leadership potential |  |  |  |  |  |  |
| Potential as ambassador for NZ |  |  |  |  |  |  |
| Adaptability to new situations / ideas |  |  |  |  |  |  |
| Ability to cope with stressful situations |  |  |  |  |  |  |
| Personal integrity / honesty |  |  |  |  |  |  |
| Respect for others  |  |  |  |  |  |  |
| Emotional stability / maturity |  |  |  |  |  |  |
| Motivation to achieve goals |  |  |  |  |  |  |
| Enthusiasm / passion for the discipline |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
| **Please comment on any barriers / weaknesses you are aware of that might limit the applicant’s ability to succeed in their proposed programme:**  |
|  |
| **Signature:** | **Date:** |