

## REFERENCE FORM

Name of Scholarship Candidate

### TO THE CANDIDATE:

Scholarship candidates are responsible for supplying these forms to each of their **two (2) referees**. Referees are requested to complete the following and return it along with any additional commentary to the address below on or before **JULY 21, 2024**.

### TO THE REFEREE:

The applicant has chosen you to provide a reference for his/her application for the Father Harry Boretsky Memorial Scholarship. This scholarship is given yearly to an individual requiring financial assistance in pursuing post-secondary education. Applicants are evaluated for academic merit, extracurricular accomplishments, and volunteer activities including those in the Sts. Vladimir & Olga community.

Please evaluate the candidate's qualifications in the terms provided on this form and return directly to Sts. Vladimir & Olga Ukrainian Catholic Church by mail or email (preferred):

By mail to: Fr. Harry Boretsky Memorial Scholarship  
Sts. Vladimir & Olga U.C.C.  
601 Lake Trail Drive  
Windsor, ON Canada N9G 2M3  
STRICTLY PRIVATE & CONFIDENTIAL

By email to: [stsvowindsor@gmail.com](mailto:stsvowindsor@gmail.com)

This reference will be treated in strict confidence. For purposes of confidentiality please ensure that the envelope is labelled "STRICTLY PRIVATE & CONFIDENTIAL." If you have any questions about completing this form, please make all inquiries to the Scholarship Administrator at [stsvowindsor@gmail.com](mailto:stsvowindsor@gmail.com)

### Instructions:

Please indicate your estimate of this applicant's qualifications. The form below is provided for your convenience to enable you to report on those characteristics about which you have sufficient evidence to form a judgment.

The form is divided into three parts: Part 1, Referee Information; Part 2, Candidate Evaluation Table, and; Part 3, Narrative section to further comment, where appropriate, in fuller detail on the candidate's abilities and achievements.

## REFERENCE FORM

### PART 1:

#### Referee Personal Details (referee to complete)

Name of Referee	█
Name of Institution	█
Position / Role	█
Phone Number	█
Email Address	█

How do you know the Candidate? In what situation?	
How long have you known the Candidate? (Please include dates for period)	

Signature: (only if sending hard copy by mail)	
Date:	/ / (day/month/year)
Contact Phone Number:	

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### PART 2:

#### **Candidate Evaluation:** (referee to complete)

Please give your appraisal of the applicant in terms of qualities listed below. Rate the applicant in comparison with others you know who have undertaken similar roles or functions in your organization.

QUALITIES	Superior	Good	Satisfactory	Unsatisfactory	No good basis for judgement
Imagination/Creativity	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Analytical ability	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Organizational ability	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Written & Verbal Communication	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Persistence/Maturity	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Initiative and commitment	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Time management meeting work timeframes	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Relations with peers	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Relations with supervisors	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Relation with clients/patrons	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Leadership qualities	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Perseverance	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Integrity	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Sense of humour	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
OVERALL	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

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### PART 3:

#### **Narrative:** (referee to complete)

Please elaborate on the candidate's abilities, where you are able, in the spaces provided below.

QUALITIES	Comment
Imagination/Creativity	
Analytical ability	
Organizational ability	
Written & Verbal Communication	
Persistence/Maturity	
Initiative and commitment	
Time management meeting work timeframes	
Relations with peers	
Relations with supervisors	
Relations with clients/patrons	
Leadership qualities	
Perseverance	
Sense of humour	



# *FATHER HARRY BORETSKY MEMORIAL SCHOLARSHIP*

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Do you have any further comments about this Candidate? Please write below whatever you think is important about this applicant, including the applicant's leadership experience, community service involvement and personal integrity, as demonstrated in your association with him or her. We welcome information that will help us differentiate this applicant from others.

Would you, on the basis of your knowledge of this candidate, employ/accept him or her if you had an appropriate vacancy in your organization?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
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***Thank you for completing this form.***