

# Referee's reference



## A. Introduction

SixStar Scholarships fund education and training that help people improve their skills and further their personal development. We want to sponsor individuals with the drive and passion to build a successful career in hotel management.

Thank you for taking the time to complete this reference. It will support the applicant's funding submission that, if successful, will help them achieve their career goals. Your reference will be treated as confidential so please be completely honest in the information you provide.

## B. Your details

Name \_\_\_\_\_

Title \_\_\_\_\_

Business/school \_\_\_\_\_

Phone \_\_\_\_\_

Email \_\_\_\_\_

Applicant's name \_\_\_\_\_

Relationship to applicant (e.g. employer)

\_\_\_\_\_

\_\_\_\_\_

In your view, should we award the applicant a scholarship? If so, why?

\_\_\_\_\_

\_\_\_\_\_

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What are some of the applicant's qualities and potential for a career in hotel management?

\_\_\_\_\_

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\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Signature \_\_\_\_\_

Date                    /                    / \_\_\_\_\_

Please note: by signing this you agree to SixStar contacting you directly about this application. SixStar will not share the information you provide with anyone else. Please tick the following box if you do not want to receive any additional material about SixStar

## C. What to tell the applicant

The applicant must inform SixStar how we can expect to receive this reference, so, please tell the applicant how your reference will be sent.

## D. Sending instructions

To ensure your reference is confidential, it may be sent in two ways:

**Email** Please put 'Reference for (applicant's surname)' in subject line, and include everything in the 'Your details' section opposite.  
Email: [reference@sixstar.org.nz](mailto:reference@sixstar.org.nz)  
To save time an online template is available at [sixstar.org.nz/employers/provide-reference](http://sixstar.org.nz/employers/provide-reference)

**Post** Send your reference directly to SixStar at: SixStar, References, PO Box 27018, Marion Square, Te Aro, Wellington 6141.

## E. The deadline

To ensure the applicant doesn't miss out, please complete and send this reference within the **next 7 days!**