**E5 DTP Reference Form**

To be completed by referees in support of a E5 DTP candidate

The candidate has provided your name as one of their referees. Please complete this form, save it as a single PDF, and upload it using the link provided by Midnight GMT on Sunday 14th December 2025. Once uploaded, you will be able to view the form in the portal, confirming successful submission. (There is no separate ‘submit’ button).

If you encounter any difficulties uploading the form, please email: e5dtp.info@ed.ac.uk

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| **IMPORTANT NOTES:*** We recommend you review this [short briefing on unconscious biases](https://royalsociety.org/~/media/policy/Publications/2015/unconscious-bias-briefing-2015.pdf)[[1]](#footnote-1) before completing the form.
* If you are part of the supervision team for the E5 PhD project to which the candidate is applying**, you cannot provide a reference.** Please inform the candidate as soon as possible so they can nominate an alternative referee.
* References may be disclosed to the candidate upon request.
* Please use gender-neutral language throughout the reference (e.g. ‘the applicant’, ‘they’, ‘their’ etc.).
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| **Referee details** |
| Full name and title |  |
| Institution/ Affiliation |  |
| Institution address |  |
| Work email address |  |

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| **Applicant details** |
| Full name of applicant |  |
| How long have you known the applicant and in what capacity? |
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| Would you encourage this person to study for a PhD in your research group or department? | [ ] Yes[ ]  No |
| **Rating of attributes**Please rate the following attributes on a scale of 1-10 (*1=lowest – 10=highest)* |
|  | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 |
| Knowledge and understanding *(depth of knowledge, grasp of key concepts and ability to integrate information)* |  |  |  |  |  |  |  |  |  |  |
| Motivation and enthusiasm*(interest in research, curiosity, engagement with tasks, and persistence)* |  |  |  |  |  |  |  |  |  |  |
| Initiative and independence*(Ability to work autonomously, take responsibility for tasks, and show self-direction)* |  |  |  |  |  |  |  |  |  |  |
| Research skills*(Competence in designing experiments, analysis data and applying appropriate research methods)* |  |  |  |  |  |  |  |  |  |  |
| Communication skills*(ability to present ideas clearly, both in writing and verbally, and to interact effectively with others).* |  |  |  |  |  |  |  |  |  |  |
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| **For each of the above attributes, briefly provide some context for the rating given:** |
| * Knowledge and understanding
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| * Motivation and enthusiasm
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| * Initiative and independence
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| * Research skills
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| * Communication skills
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| Please use the box below to add any other information you find useful to support the candidate’s application. |
|   |
| In the eventuality of the candidate requesting to see this form, would you like to be made aware prior to disclosure? | [ ] Yes[ ]  No |

PRIVACY NOTICE- The information you provide will be used by the University to process the candidate’s application. We will share this information with the prospective supervisors of the project(s) the candidate applies for and members of the selection panels to review and assess their application. The information you provide can also be disclosed to the candidate via a subject access request. We will use your email address to get in touch with you with regards to the information you provide, as necessary. We will securely hold the personal data you provided us for a maximum of 1 year following the end of the applications cycle in case the applicant was not successful with their application. If you have any questions about your personal data and how it is managed, please email **e5dtp.info@ed.ac.uk** or refer to the University of Edinburgh [Continued privacy notice](https://www.ed.ac.uk/records-management/notice) for more information.

1. <https://royalsociety.org/~/media/policy/Publications/2015/unconscious-bias-briefing-2015.pdf> [↑](#footnote-ref-1)