



ITI Associateship – Referee’s Questionnaire Professional Reference

PLEASE USE BLOCK CAPITALS and return ORIGINAL of completed form to ITI at the address below.

Candidate’s name: _____

Referee’s name: _____

Referee’s address: _____

Telephone no: _____

Email: _____

1. How long have you known the candidate?

2. In what capacity do you know the candidate?

- Line manager
- HR manager
- Client
- University tutor (recent graduates only)

3. Can you please rate the applicant on the following? (1 being poor, 5 being excellent)

Honesty	1	2	3	4	5
Integrity	1	2	3	4	5
Punctuality	1	2	3	4	5
Reliability	1	2	3	4	5
Initiative	1	2	3	4	5
Presentation Skills	1	2	3	4	5
Linguistic Skills	1	2	3	4	5

4. Do you support the candidate’s application for associateship of ITI?

YES

NO

5. Are you aware of any factual information in the candidate’s professional past, which would preclude membership of ITI?

Note: Professional references will NOT be accepted from:

- a close family member, partner or spouse
- a work colleague
- your character referee
- anyone who has known you for less than 1 year

Signature: _____

Date: _____

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