

Faculty of the Professions
School of Commerce

Master of Business Research

Application for Admission for Local Candidates*

*International Students must use the International Postgraduate Application form, a copy can be downloaded from:
<http://www.international.adelaide.edu.au/future/apply>

SECTION A: FOR COMPLETION BY CANDIDATE

Preferred Start Date Semester 1 (February) intake Semester 2 (July) intake

NOTE: The research methodology courses are only offered in Semester 1 each year

Personal Details

Full Name: Dr/Mr/Mrs/Ms/Miss Student ID Number:

Address to which response to this application should be sent:

Postcode:

Daytime Contact Telephone Number: Work/Mobile/Home

E-mail Address: Date of Birth:

Are you an Australian Citizen or do you have Permanent Residency Status:

Australian Citizen Permanent Resident: Date of residency: _____

Details of degree programs already taken

(A complete certified copy of your academic transcript, including passes and failures, must accompany this application)
You must have obtained a credit average to be eligible for consideration into the Master of Business Research.

Year Completed	Degree Awarded	Institution/University

Recognition of Prior Learning

Please list all courses that you will be applying for Recognition of Prior Learning for.

Year Completed	Course Name	Institution/University	Grade achieved

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SECTION B: FOR COMPLETION BY SUPERVISOR & HEAD OF SCHOOL

SUPERVISOR DETAILS

Please approach your potential supervisor to attain their consent for supervising you, if your application successful.

Personal details

Full Name: Prof/Dr/Mr/Mrs/Ms/Miss

Position held:

Department/School:

Address to which response to this application should be sent:

Postcode:

Business hours telephone:

Facsimile:

E-mail Address:

Are you willing to supervise this candidate if his/her application is successful? Yes No

Signature of Supervisor _____ Date: / /2008

HEAD OF SCHOOL DETAILS

The potential supervisor must have support from their Head of School for the application to proceed.

Personal details

Full Name: Prof/Dr/Mr/Mrs/Ms/Miss

Business hours telephone:

Facsimile:

E-mail Address:

In your opinion, is this member of staff able to commit to supervising this candidate; within the scope of their current workload and job description, for the required amount of time? Yes No

Signature of Head of School _____ Date: / /2008

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Referee Report for Student Application (Referee 1)

SECTION C: FOR COMPLETION BY CANDIDATE & REFEREE

DETAILS OF CANDIDATE – TO BE COMPLETED BY CANDIDATE

Full Name: Dr/Mr/Mrs/Ms/Miss

Address to which response to this application should be sent:

Postcode:

Business hours telephone:

Facsimile:

E-mail Address:

DETAILS OF REFEREE – TO BE COMPLETED BY REFEREE

Full Name: Prof/Dr/Mr/Mrs/Ms/Miss

Position held:

Department/School:

Address to which response to this application should be sent:

Postcode:

Business hours telephone:

Facsimile:

E-mail Address:

WHERE TO SEND THIS FORM

Please send this form and any supporting documentation to:

Mr Graeme Gould
MBR Director
Business School
10 Pulteney Street
The University of Adelaide, SA 5005
Telephone: (08) 8303 4508
Facsimile: (08) 8303 4368
Email: graeme.gould@adelaide.edu.au

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SECTION C: FOR COMPLETION BY REFEREE ONLY (1)

1. How would you describe your professional knowledge of the candidate:

- Very good Adequate Incomplete

2. Please compare the candidate to other students you have known throughout your career:

Characteristics	Top 10%	Top 20%	Top 30%	Top 40%	Bottom 60%	Unknown
Intellectual ability						
Independence						
Motivation and diligence						
Personal integrity						
Ability to analyse problems						
Oral communication skills						
Written communication skills						
Initiative						
Critical and analytical ability						
Ability to plan and complete work						

3. Based on the candidate's overall academic performance and potential for the proposed course, the degree of support I give the Candidate is:

- Unreserved Strong Fairly Strong Moderate Poor

All referees are invited to provide a written reference. This may include the capacity of the candidate to work with colleagues, or your reasoning for the degree of support stated. Please include comment on the particular aspects of the candidate's performance that have impressed you with regard to his/her academic potential. Your reference is regarded as important and will be considered with the overall application.

Please attach your written reference to this form.

If you have any questions before submitting this form and your reference, please contact Leah Hill on (08) 8303 4904.

Signature of Referee

Date: / /2008

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Referee Report for Student Application (Referee 2)

SECTION C: FOR COMPLETION BY CANDIDATE & REFEREE

DETAILS OF CANDIDATE – TO BE COMPLETED BY CANDIDATE

Full Name: Dr/Mr/Mrs/Ms/Miss

Address to which response to this application should be sent:

Postcode:

Business hours telephone:

Facsimile:

E-mail Address:

DETAILS OF REFEREE – TO BE COMPLETED BY REFEREE

Full Name: Prof/Dr/Mr/Mrs/Ms/Miss

Position held:

Department/School:

Address to which response to this application should be sent:

Postcode:

Business hours telephone:

Facsimile:

E-mail Address:

WHERE TO SEND THIS FORM

Please send this form and any supporting documentation to:

Mr Graeme Gould
MBR Director
Business School
10 Pulteney Street
The University of Adelaide, SA 5005
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Email: graeme.gould@adelaide.edu.au

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SECTION C: FOR COMPLETION BY REFEREE ONLY (2)

1. How would you describe your professional knowledge of the candidate:

- Very good Adequate Incomplete

2. Please compare the candidate to other students you have known throughout your career:

Characteristics	Top 10%	Top 20%	Top 30%	Top 40%	Bottom 60%	Unknown
Intellectual ability						
Independence						
Motivation and diligence						
Personal integrity						
Ability to analyse problems						
Oral communication skills						
Written communication skills						
Initiative						
Critical and analytical ability						
Ability to plan and complete work						

3. Based on the candidate's overall academic performance and potential for the proposed course, the degree of support I give the candidate is:

- Unreserved Strong Fairly Strong Moderate Poor

All referees are invited to provide a written reference. This may include the capacity of the candidate to work with colleagues, or your reasoning for the degree of support stated. Please include comment on the particular aspects of the candidate's performance that have impressed you with regard to his/her academic potential. Your reference is regarded as important and will be considered with the overall application.

Please attach your written reference to this form.

If you have any questions before submitting this form and your reference, please contact Leah Hill on (08) 8303 4904.

Signature of Referee

Date: / /2008

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SECTION D: CHECKLIST FOR CANDIDATES

Before submitting your application please ensure you have completed all of the necessary steps to apply:

- Have you completed all of the questions in Section A?
- Have you attached a certified copy of your academic transcript?
- Have you attached a certified translation to any documents in a language other than English?
- Have you approached two academic referees to support your application?
- Have you located a supervisor for your studies, should your application be successful?
- Has the potential supervisor and his/her Head of School completed all questions in Section B?
- Have you taken a photocopy of Sections A and B for your records?
- Have you completed the Details of Candidate areas in Section C for each of your referees?
- Have you explained to your referees they are required to fill out the remainder of Section C (2 pages each), provide a confidential written reference and send both **directly** to Mr Graeme Gould?

Once you have completed all of the steps above, please send Sections A and B to:

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MBR Director
Business School
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The University of Adelaide, SA 5005
Telephone: (08) 8303 4508
Facsimile: (08) 8303 4368