**CHARACTER REFEREE**

**Date:**

**To: Dr Jessica Leong**

 **Clinical and Academic Director**

 **Executive Counselling and Training Academy**

Name of Applicant:

Dear Dr Leong

**CHARACTER REFERENCE**

I am writing in regard to **[Applicant’s Name]**.

**[Applicant’s Name]** has been my **[Nature of Relationship]** for **[Number of Years Known]**. In that time, I have witnessed **[his/her] [Positive Attributes].**

As a **[Applicant’s Position], [Applicant’s Name]** is a **[Description of Applicant’s Attitude towards Work, Sense of Responsibility, Sense of Commitment, etc]**. **[Applicant’s Name]** possesses **[Strength of Character, Quality of Inter-Personal Relationships, and Ability to Manage Challenges]**.

Given **[his/her]** disposition and capabilities, I believe [**he/she]** will have the **[State Ability and Potential]** to undertake the postgraduate course in counselling.

I fully recommend that **[Applicant’s Name]** be accepted for enrolment into the course of study applied for.

If you have further questions concerning **[Applicant’s Name]**, please feel free to contact me at **[Email]** or **[Phone Number]**.

Sincerely

**[Referee’s Name]**

**[Designation]**