

Reference letter guidelines

A reference letter should be a valuable addition to the student's application for admission and/or scholarship. An academic reference is preferred, some programmes only accept academic references. An employer may give a reference if they can explain how the work experience is relevant to the student's Master's programme of their choice.

Acceptable reference letters will preferably adhere to the following guidelines:

- Written in English and typed
- Dated and maximum 1 page in length
- Signed by the author, including their position at the university (or workplace)
- Describe the relationship between the referee and the candidate. For example, outline the candidate's performance on a project, in class, or as part of a team
- Quantify the high potential of the candidate by providing accurate descriptions of their achievements in the classroom, their community (or place of work)
- Indicate how the candidate's high potential will be utilized by participating in the Radboud University Master's programme of their choice.