



Confidential Letter of Reference Applicant for the Law Enforcement Studies Diploma Program

Directions to referee: Once completed, please save and send this form electronically as an attachment to admissions@jibc.ca with "LESD Letter of Reference" in the subject line. Alternatively, you can print and return this form to the applicant in a **sealed envelope with your signature across the seal.**

The applicant is applying to the Law Enforcement Studies Diploma (LESD) Program at the Justice Institute of British Columbia. This program provides the skills and specialized knowledge required to become a superior candidate in the recruiting process in a range of investigation and law enforcement occupations.

Please provide an honest and accurate evaluation of the abilities and qualities of the applicant as you have observed them.

Applicant Information

Applicant Name

Referee Information

Name of Referee

Institution/Agency/Organization

Address

Province

City

Postal Code

Phone

Email

What is your relationship with the applicant?

Number of years I have known applicant

Signature

Date

Please rate the following qualities as you have observed them in the applicant and provide examples or comments.

Communication Skills - This applicant displays effective communication skills in a confident, articulate and professional manner.

	Strongly Disagree	Disagree	Neutral	Agree	Strongly Agree

Examples and Comments

Problem Solving - This applicant has strong problem solving skills and works creatively to overcome obstacles.

	Strongly Disagree	Disagree	Neutral	Agree	Strongly Agree

Examples and Comments

Professionalism and Work Ethic - This applicant displays a strong work ethic, works actively to contribute, is committed to success and conducts themselves in a professional manner.

	Strongly Disagree	Disagree	Neutral	Agree	Strongly Agree

Examples and Comments

Team Work Skills - This applicant possess a strong commitment to team work and works collaboratively and respectfully with others; shows sensitivity in diversity.

	Strongly Disagree	Disagree	Neutral	Agree	Strongly Agree

Examples and Comments

Additional Comments - Please feel free to provide any additional comments or feedback.

Thank you for taking the time to provide this letter of reference. The information you have provided will be very helpful in verifying the applicants eligibility for admissions.
