

Recruitment and Selection Center
Office of the Civil Service Commission (OCSC)
47/101 Tiwanon Road, Muang District,
Nonthaburi 11000 Thailand
E-mail : inno_scholarship@ocsc.go.th

REQUEST FOR REFERENCE *in respect of Royal Thai Government Scholarship Application*

Applicants should pass a copy of this letter to each of their two referees after inserting below their own name, date of birth and details of their proposed studies.

The person named below is applying to the Public Sector Innovation Scholarship for admission as a postgraduate student and has named you as a referee. The confidential letter of reference is an important part of the application and it would be helpful if you could include the following information:-

- a) **IF YOU KNEW THE APPLICANT AS A STUDENT:** details of academic performance ranking order in the final year, with an indication of whether you consider these details to be a true reflection of the applicant's abilities;
- b) **IF YOU ARE THE APPLICANT'S PRESENT OR FORMER EMPLOYER:** an outline of responsibilities and an appraisal of their competence and initiative;
- c) The applicant's suitability for the existing field of study;

Please detach the slip below, attach your letter of reference and **either** return it in a sealed envelope (with your signature across the seal) to the applicant for submission with their application form **or** send it directly to the address given above.

Applicant's first name and surname
(as it appears on the application form)

Applicant's date of birth