

Confidential Reference Form

**Return to:
OLSAS**

Ontario Universities' Application Centre
170 Research Lane
Guelph ON N1G 5E2 Canada

Ontario Law School Application Service

Referee	Applicant
Referee's Name _____	Name _____
Position _____	Area Code & Phone Number _____
Department _____	Email Address _____
Address _____	
Postal Code _____ Area Code & Phone Number _____	
Email Address _____	

To the Referee

1. Complete and sign the grey section below. Attach a separate letter of reference to this form.
2. Forward this reference form and accompanying letter directly to OLSAS. This form is to be completed in confidence by you and should not be made available to the applicant. The applicant will not have access to this completed form once it is submitted to OLSAS.
3. Please indicate on what basis you have become acquainted with the applicant.
4. Please note:
 - OLSAS strongly encourages you to use regular postal services. Due to the volume of mail received by OLSAS, the use of courier services physically strains the staff responsible for opening and processing any mail that is sent via courier. Please allow enough time to post your Confidential Reference Form by regular mail. OLSAS strongly suggests that you keep a copy of this reference for your files.
 - This form will be copied for each of the universities to which the applicant has applied.
 - OLSAS will send you confirmation of receipt of this reference.
5. Applicant applying to Windsor Law – check box
The objective of Windsor Law's admission policy is to select those students who will excel in the study of law and who have the potential to contribute creatively and meaningfully to the law school and the community. Windsor Law will consider: the applicant's university program, work experience, community involvement, personal accomplishments, career objectives, personal considerations and the Law School Admission Test score(s). Please comment in regards to any of these considerations in your letter.

Thank you for your co-operation in completing this form.

Please complete this section, sign and date.

I have known the applicant for _____ years(s) in the capacity of _____ (e.g., Supervisor).

Referee's Signature _____ Date _____

Please return this assessment and accompanying letter by November 1, 2011.

FOR OFFICE USE ONLY: Letter attached YES NO