

APPLICANT RECOMMENDATION

Return to applicant by: \_\_\_\_\_

APPLICANT: Please complete top portion, and deliver this form to the reference. After it has been completed and returned to you, include it in your application packet. Reference letters will only be accepted if included in the original application packet. Please clearly indicate to your reference whether or not completion of the portion addressing Advanced Placement the UAA MSW degree program is appropriate.

REFERENCE: Please complete this reference form, seal inside an envelope, and sign across the seal. Return the sealed statement to the applicant, to be included in the application packet. Please do not send the reference letter to us yourself.

Applicant's Name

Present Address

PRIVACY STATEMENT: The Family Educational Rights and Privacy Act of 1974 and its amendments guarantee students access to their educational records. Students, however, are entitled to waive their right of access concerning recommendations. The following signed statement is the applicant's wish regarding this recommendation:

- I waive my right to inspect the contents of this recommendation.
I do not waive my right to inspect the contents of this recommendation.

Signature

Date

REMAINING PORTION OF THIS FORM TO BE COMPLETED BY THE REFERENCE

NOTE: Please be aware as you complete this letter that a clear and objective statement describing the applicant's readiness for graduate preparation in social work will be of great use to the Admissions Committee. Your assistance in clearly identifying and discussing evidence of knowledge, skills, ethics and values appropriate to professional social work practice is greatly appreciated. Letters from professional, academic, employment or volunteer association sources, and not from personal sources will be considered.

- 1. How long and in what capacity have you known the applicant?
2. Identify what you believe to be the strengths and growth needs of this applicant as a professional helping person.
3. Comment on the applicant's interpersonal skills (communication, relationship building, empathy, etc.) and overall intellectual and emotional maturity (continue on the reverse side).

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4. Describe the applicant as a learner, including willingness to receive and make use of constructive feedback.

5. Please add any other comments or impressions that you feel will assist us in evaluating the applicant’s readiness for graduate education in social work.

EVALUATION SUMMARY

I. Evaluation: Admission to the UAA MSW Program

- I do not recommend this applicant for admission to the UAA Master of Social Work program.
I recommend this applicant with reservation for admission to the UAA Master of Social Work program.
I recommend this applicant for admission to the UAA Master of Social Work Program.
I strongly recommend this applicant for admission to the UAA Master of Social Work Program.

ADVANCED PLACEMENT NOTE: The UAA MSW Program is an advanced generalist program. Only applicants with a BSW degree from an accredited undergraduate program may qualify for advanced placement to the second year of the MSW program rather than complete the full program. To successfully enter with advanced placement the applicant must show solid mastery of BSW level coursework.

If applicable, please include a separate statement if you believe that this applicant is sufficiently well prepared academically and through his/her professional practice as a social worker to justify waiver of the first year of the MSW degree program.

Signature of Reference

Date

Printed Name and Title

Institution and Address

Telephone number(s)

Please place this form in a sealed envelope, sign across the seal, and return to the applicant, to be enclosed in the completed application packet.