

LETTER OF REFERENCE

Graduate Social Work Program

SOCIAL WORK

Applicant's Name: Last First Middle

Address: Street City State Zip

Name of Evaluator:

Applicant

Please complete the information above. Read the waiver statements and sign the one you prefer. If you do not sign, your access to the reference letter will be waived. The Family Educational Rights and Privacy Act of 1974 entitles students to have access to letters of reference in their permanent record file at Florida Atlantic University. The applicant may waive this right of access, in which case letters of reference will be considered confidential by Florida Atlantic University and will not be available to the student.

I do not waive my right of access to this letter of reference.

If you wish to waive your right to this letter of reference, sign your name on the line below the following statement. I, the undersigned, hereby waive all rights or privileges proved by Public Law 93-380 to inspect or challenge the content and comments appearing in this letter of reference. I agree that the observations made in this letter should be confidential between the writer and Florida Atlantic University.

I waive my right of access to this letter of reference.

Signature Date

Evaluator

Please complete the information requested on both sides of this form. If you need to use additional sheets of paper, please staple them to this form. Your comments will be held completely confidential, if the applicant has waived his or her rights. Your candid evaluation of this applicant is appreciated.

Please return this evaluation in a sealed envelope to the applicant who will submit it with his/her graduate application packet.

How long and in what capacity have you known the applicant? In evaluating this applicant, with what reference group are you making comparisons?

Please describe the applicant's aptitude for graduate study and a career in social work.

What are the applicant's major strengths?

In what area(s) does the applicant need further development?

FLORIDA ATLANTIC UNIVERSITY

Keeping in mind your reference group, please evaluate as fairly as you can in each category below:

Intellectual Ability	<input type="radio"/> Poor	<input type="radio"/> Average	<input type="radio"/> Good	<input type="radio"/> Very Good	<input type="radio"/> Outstanding	<input type="radio"/> Unable to Judge
Academic Achievement	<input type="radio"/> Poor	<input type="radio"/> Average	<input type="radio"/> Good	<input type="radio"/> Very Good	<input type="radio"/> Outstanding	<input type="radio"/> Unable to Judge
Creative Qualities	<input type="radio"/> Poor	<input type="radio"/> Average	<input type="radio"/> Good	<input type="radio"/> Very Good	<input type="radio"/> Outstanding	<input type="radio"/> Unable to Judge
Maturity and Emotional Stability	<input type="radio"/> Poor	<input type="radio"/> Average	<input type="radio"/> Good	<input type="radio"/> Very Good	<input type="radio"/> Outstanding	<input type="radio"/> Unable to Judge
Leadership Potential	<input type="radio"/> Poor	<input type="radio"/> Average	<input type="radio"/> Good	<input type="radio"/> Very Good	<input type="radio"/> Outstanding	<input type="radio"/> Unable to Judge
Initiative	<input type="radio"/> Poor	<input type="radio"/> Average	<input type="radio"/> Good	<input type="radio"/> Very Good	<input type="radio"/> Outstanding	<input type="radio"/> Unable to Judge
Ability to Express Ideas Orally	<input type="radio"/> Poor	<input type="radio"/> Average	<input type="radio"/> Good	<input type="radio"/> Very Good	<input type="radio"/> Outstanding	<input type="radio"/> Unable to Judge
Ability to Communicate in Writing	<input type="radio"/> Poor	<input type="radio"/> Average	<input type="radio"/> Good	<input type="radio"/> Very Good	<input type="radio"/> Outstanding	<input type="radio"/> Unable to Judge
Ability to Accept Constructive Feedback	<input type="radio"/> Poor	<input type="radio"/> Average	<input type="radio"/> Good	<input type="radio"/> Very Good	<input type="radio"/> Outstanding	<input type="radio"/> Unable to Judge
Ability to Respect Other's Differences	<input type="radio"/> Poor	<input type="radio"/> Average	<input type="radio"/> Good	<input type="radio"/> Very Good	<input type="radio"/> Outstanding	<input type="radio"/> Unable to Judge
Flexibility	<input type="radio"/> Poor	<input type="radio"/> Average	<input type="radio"/> Good	<input type="radio"/> Very Good	<input type="radio"/> Outstanding	<input type="radio"/> Unable to Judge
Sensitivity	<input type="radio"/> Poor	<input type="radio"/> Average	<input type="radio"/> Good	<input type="radio"/> Very Good	<input type="radio"/> Outstanding	<input type="radio"/> Unable to Judge
Concern for Others	<input type="radio"/> Poor	<input type="radio"/> Average	<input type="radio"/> Good	<input type="radio"/> Very Good	<input type="radio"/> Outstanding	<input type="radio"/> Unable to Judge

Summary Evaluation

- I **DO NOT** recommend this applicant for admission to the graduate program in social work.
- I believe that the applicant's qualifications are marginal, but the applicant has potential and would benefit from study in the program.
- I recommend this applicant for admission and believe that his/her performance should be comparable to that of most graduate students.
- I strongly recommend this applicant for admission and believe that he/she has the capability to perform at a superior level.

Signature	Date		
Name (type or print)	Position/Title		
Employer	Telephone		
Street Address	City	State	Zip