



University of West Florida-Social Work
Applicant Recommendation Form
MSW Program

Please return letter of recommendation to the student in a seal envelope with your signature over the seal.

APPLICANT: Please complete the first part of this recommendation form. Give this form to the person whom you have asked to write a letter of reference and include it with your completed application materials.

Applicant's Name: _____

Applicant's Address: _____

Day Telephone: _____ Email Address: _____

Name of Reference: _____ Department/School/Business: _____

Notice of Waiver

*According to the Family Educational Rights and Privacy Act of 1974, the applicant has a right of access to information provided in a letter of recommendation. The applicant also has the option to waive this right and subsequent access to this information. Waiver of this right is NOT a condition of admission and each application will receive full and equal consideration, regardless of the decision regarding this waiver.

I **waive** my right to view the content of this letter. I understand that the decision itself will not affect the decision of the Admission's Committee.*

I **do not waive** my right to view the contents provided in the letter of reference by the above named referee. I understand that the decision itself will not affect the decision of the Admissions Committee.*

Applicant's Signature

Date

EVALUATOR: (Please complete this portion.) The applicant named above is applying to the Master of Social Work Program at the University of West Florida. We would like your candid assessment of the applicant to assist us in making our admission decision. The applicant should provide you with a self-addressed envelope for you to return the completed recommendation and this letter.

Evaluator's name: _____

Institution/Company: _____ Position: _____

Address: _____

Telephone: _____ Email Address: _____

What is your relationship to the applicant?

Teacher Supervisor Academic Advisor Employer Other (please explain) _____ Unable to Judge

How well do you know the applicant? Not well Somewhat Well Very Well

How long have you known the applicant? _____

Is the applicant's scholastic record, as you know it, an accurate index of his/her scholastic potential? YES NO

If no, please explain _____

In comparison to other graduate school applicants you have known, how you would rate this applicant in terms of:

	Superior 95-100%	Excellent 90-94%	Very Good 75-89%	Good 50-74%	Fair 25-49%	Very Low 0-24%	Unable to Judge
Intellectual ability							
Personal suitability to function as a professional in the field							
Ability to work with others							
Ability to work independently							
Writing skills							
Speaking skills							
Self-initiative							
Creative, innovative thinking							
Productivity							
Professional responsibility							
Personal maturity							
Persistence							
Capacity to handle stress							
Leadership ability							
Commitment to professional growth							
Research Skills							
Receptivity to criticism							
Integrity							
Dependability							
Ethical conduct							
Potential for academic success at the graduate level							
Critical Thinking							

Overall Recommendation for admission to the Master's program:

- Recommend most highly
 Strongly recommend
 Recommend
 Recommend with some reservation
 Do not recommend

Evaluators signature

Date