



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

Please return letter of recommendation to the student in a seal envelope you're 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 it5 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:

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

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