# Reference Concerning:

**Student First Name: Last Name:**

*This student is applying to the Master of Social Work Program at Ohio University and has listed you as a reference. We appreciate your giving us your assessment of this student’s potential to become a master’s level social worker. The Social Work Program is required to consider your evaluation prior to admission; therefore, we will very much appreciate your prompt reply. Please complete this Letter of Reference document and then login to the online letters of recommendation portal to upload this completed form.*

***Reference Information:***

***Name: Position/Title:***

***Association/Agency/Department: Email:***

# To be completed by the Reference:

Please rate the applicant relative to other students or employees whom you have known in the same field in recent years. Place an "X" in the boxes that best describes the applicant.

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Area of Performance** | **Exceptional** | **Superior** | **Good** | **Average** | **Below Average** | **Not Observed** |
| Academic Performance |  |  |  |  |  |  |
| Commitment to becoming a professional social worker |  |  |  |  |  |  |
| Maturity/responsibility |  |  |  |  |  |  |
| Oral Communication Skills |  |  |  |  |  |  |
| Written Communication Skills |  |  |  |  |  |  |
| Ability to analyze a problem and formulate a solution |  |  |  |  |  |  |
| Ability to treat everyone with  dignity and respect |  |  |  |  |  |  |
| Leadership potential |  |  |  |  |  |  |
| Self-discipline |  |  |  |  |  |  |
| Follow through on tasks |  |  |  |  |  |  |
| Emotional Stability |  |  |  |  |  |  |
| Ability to work with others |  |  |  |  |  |  |
| Personal integrity |  |  |  |  |  |  |
| Ability to adapt to new situations |  |  |  |  |  |  |

1. What characteristics or qualifications does the applicant have that would contribute to his/her success in the practice of professional social work?
2. What are the applicant’s academic/professional strengths and challenges?

What is your overall recommendation of the applicant?



|  |  |
| --- | --- |
| Highly Recommend | Recommend with a few reservations: (list below) |
| Recommend |
| Not Recommend |