



University of Arkansas Bachelor of Social Work Program
Applicant Reference Form



APPLICANT: Please print this form and complete the following information.

Name of applicant	Applicant's phone number
Applicant's street address	Applicant's email address
Name of reference	Reference's relationship to applicant

READ THE FOLLOWING STATEMENT CAREFULLY AND INDICATE YOUR CHOICE:

The Family Educational Rights and Privacy Act of 1974 entitles students to have access to letters of evaluation unless they waive the right.

- I waive my right of access to this letter of evaluation.
- I *do not* waive my right of access to this letter of evaluation.

Applicant's signature	Date
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Failure to sign the above and/or note whether one waives one's right of access will result in the student waiving his/her rights to see the reference.

REFERENCE PERSON: Please complete the following information:

The person named above is applying for admission to the Bachelor of Social Work program at the University of Arkansas at Little Rock and has given your name as a reference. Your assessment of this applicant will assist the Bachelor of Social Work (BSW) Program Admissions Committee. If the applicant has waived his/her right of access above, your comments will be held completely confidential. Please complete both pages of this form and **return directly to the applicant in a sealed envelope with your signature across the seal. Although you may attach a letter to this form, the form must be completed in order for the applicant to be considered for admission to the BSW Program.** If additional sheets of paper are needed, please staple them to the form and sign any additional attachments.

In what capacity have you known the applicant? _____

How long have you known the applicant? _____

Evaluate the applicant as fairly as you can in each category by placing a "X" in the appropriate column.

	1 Poor	2 Fair	3 Average	4 Good	5 Excellent	Unable To Judge
Integrity						
Intellectual capacity						
Maturity & emotional stability						
Respect for diversity						
Concern for others						
Ability to work with others						
Leadership capacity						
Ability to communicate verbally & in writing						
Ability to accept constructive feedback						



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How do you evaluate this applicant's aptitude for the BSW Program at UALR and a career in social work?

What do you consider to be the applicant's major strengths?

In what areas does the applicant need further development?

SUMMARY EVALUATION:

- I **highly recommend** this applicant for admission to the Bachelor of Social Work Program and believe the applicant will perform at a superior level.
- I **recommend** applicant for admission to the Bachelor of Social Work Program.
- I **recommend** this applicant for admission to the Bachelor of Social Work Program **with these reservations:**

- I **do not recommend** this applicant for admission to the Bachelor of Social Work Program.

Please sign your name and complete the information below. Thank you for assisting the applicant with this process.

Evaluator's Signature	Phone	Date
Position/Title	Agency	
Address	Email address	