

MASTER OF SOCIAL WORK RECOMMENDATION FORM



NOTICE OF WAIVER - COMPLETION REQUIRED

The Family Education Rights and Privacy Act of 1974 and its amendments guarantees students access to certain academic records. Students may, however, waive their right of access to recommendations. The applicant’s choice regarding this recommendation is to be indicated below. Failure to sign will constitute acceptance of limited access.

I elect to retain my right to review this recommendation.

Applicant Signature Date

Dear Referee, _____
(Applicant: Print name of individual who will be completing this recommendation form)

You have been selected to provide a recommendation for _____
(Applicant: Print your name)

Referee: Please give your assessment /opinion of the applicant’s abilities in each of the following areas.

Area of Assessment (mark using an X)	Below Average	Average	Above Average	Outstanding	Inadequate Opportunity to Evaluate
Academic and intellectual ability to think critically					
Academic and intellectual ability to think analytically					
Knowledge of NASW core standards Commitment to social change					
APA writing skills					
Critical thinking skills					
Research skills					
Ability to work with others					
Leadership skills					
Self-awareness					
Ability to express thoughts, ideas and feelings in writing					
Ability to express thoughts, ideas and feelings verbally					
Capacity of resourcefulness, creativity and motivation					
Capacity to accept constructive criticism and feedback					
Responsibility for completing assignments and projects					
Appreciation of diversity and commitment to work on behalf of oppressed populations					
Ability to effectively manage emotions					



LETTER OF RECOMMENDATION

In addition to assessing the applicant’s abilities, we request that you provide a brief letter of recommendation addressing the following questions:

- 1. What strengths/challenges does the applicant possess that may influence his/her progress and academic performance in the MSW Program?
2. How would you compare/describe this applicant’s personal/philosophical values/ethics and the congruence with the values/ethics of social work?
3. In what ways have you observed the applicant’s commitment to social justice?
4. How would you describe the applicant's potential suitability for social work, clinical and professional practice?

(Respondent’s Signature)

(Date)

(Agency Organization)

(Title/ Position)

(Address/ City/ State/ Zip)

(Area Code/ Phone Number)

RETURN REFERENCE TO:

BY EMAIL:
natalie.halt@indwes.edu

BY FAX:
765.677.3364

BY MAIL:
IWU Residential Admissions
ATTN: Natalie Halt
4201 S Washington St
Marion IN 46953-4974

*Failure to sign will constitute acceptance of limited access.