

University of Utah  
 College of Social Work - PhD Program  
 395 South 1500 East Room 313  
 Salt Lake City, Utah 84112-0260

**LETTER OF REFERENCE**

Under the provision of Public Law 93-380, this recommendation is available to the applicant's inspection unless she/he waives the right to review it.

I acknowledge the University's policy of confidentiality with regard to this letter and hereby waive my right of access to same.

\_\_\_\_\_

Applicant's Signature

\_\_\_\_\_

Date

\_\_\_\_\_ has made application to the College of Social Work PhD Program and submitted your name as a reference. Social work students are carefully selected because of the serious responsibilities they assume in dealing with people and their personal problems. Integrity, emotional stability, a capacity and desire to learn are essential qualifications. We would be grateful for your help in this regard.

Your early reply will be advantageous to the candidate since we cannot consider the application until the file is complete.

I know the applicant:    \_\_\_ very well    \_\_\_ fairly well    \_\_\_ superficially

Please state the nature and length of your contact and the extent of your opportunities to assess the qualifications for this applicant:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Please mark the appropriate box:	Outstanding	Above Average	Average	Below Average	No Basis for Judgement
Personality traits which speak to initiative, integrity, dependability					
Academic or intellectual ability					
Ability to relate to others					
Ability to deal with new ideas, creative abilities					
Quality of ability to write and speak					
Emotional stability and maturity					

**PLEASE RESPOND TO FURTHER QUESTIONS ON REVERSE SIDE OF THIS SHEET.**

If the applicant has worked under your supervision, we would appreciate an evaluation of her/his performance and your frank opinion of the likelihood of her/his success in a graduate school of social work.

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How do you evaluate the applicant's identification with social work and a readiness for social work education?

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Where might this applicant have her/his greatest difficulty (for example: social situations, intellectual pursuits, financial situations, family support, rigidity)?

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In your opinion, what makes this candidate outstanding and especially promising among applicants who may appear to be equally well qualified? If for any reason you have substantial reservations about the candidate's potential for success in graduate school, please explain.

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If necessary, feel free to add additional sheets to complete questions. Thank you for your time and interest.

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Printed Name

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Date

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Reference Writer's Signature

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Address

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Title

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Telephone

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E-mail Address