



# BSW Recommendation Form

Due by January 15<sup>th</sup>

(or the last business day before should January 15<sup>th</sup> fall on a weekend)

**TO THE APPLICANT:** Please type your full name below, along with the information requested about the individual you have asked to make the recommendation. Keep in mind that these are professional references; therefore, you should select referees who are familiar with your educational background, employment, and/or professional skills. You should not ask a family member, peer, classmate, co-worker, or friend to serve as a reference.

**TO THE RECOMMENDER:** The person whose name appears below is applying to the Bachelor of Social Work Program at the University of Nevada, Reno. He/she has requested that your recommendation be included as part of the information on which our Undergraduate Admissions Committee will base its decision. Your responses to the following questions will be very helpful to the Admissions Committee. When completed, please mail this form directly to the School of Social Work's Undergraduate Admissions Committee.

**Applicant's Name** (First and Last Name)

**Name of Recommender**

**Position or Title**

**School or Firm**

**Address**

**City, State**

**Zip Code**

**Telephone**

**Email**

Under the Family Education Rights and Privacy Act of 1974, students who are admitted and who matriculate into the program to which they apply are given the right to inspect their records, including this letter of recommendation, unless they have waived their right to review. Applicants have the option of signing the following waiver or declining to do so. **Note:** *If the applicant chooses not to signal their choice by signature, it will automatically waive the right to review this letter of recommendation.*

I expressly waive any rights I might have to access this letter of recommendation under the Family Education Rights and Privacy Act of 1974.

**Applicant's Signature**

**Date**

I do not agree to the waiver above.

**Applicant's Signature**

**Date**



1. In what capacity and how long have you known the applicant?

2. Please comment on the applicant's experience in the broad arena of human services.

3. What characteristics do you consider to be the major strengths of the applicant?

4. What applicant characteristics would you suggest need further development?



5. We are interested in your assessment of the applicant's suitability for generalist social work practice. Using as a base of comparison, other individuals whom you have known in social work or related fields, please rate the applicant in the following areas:

| <b>Characteristics</b>                      | <b>Exceptional</b>       | <b>Above Average</b>     | <b>Average</b>           | <b>Below Average</b>     | <b>Well Below Average</b> | <b>No Basis for Judgment</b> |
|---|--------------------------|--------------------------|--------------------------|--------------------------|---------------------------|------------------------------|
| Commitment to the profession of social work | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/>  | <input type="checkbox"/>     |
| Demonstrates ethical behavior               | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/>  | <input type="checkbox"/>     |
| Demonstrates self-awareness                 | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/>  | <input type="checkbox"/>     |
| Demonstrates interpersonal skills           | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/>  | <input type="checkbox"/>     |
| Verbal communication skills                 | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/>  | <input type="checkbox"/>     |
| Written communication skills                | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/>  | <input type="checkbox"/>     |
| Intellectual curiosity                      | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/>  | <input type="checkbox"/>     |
| Ability to accept constructive criticism    | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/>  | <input type="checkbox"/>     |
| Responsible for carrying out assignments    | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/>  | <input type="checkbox"/>     |
| Ability to take initiative                  | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/>  | <input type="checkbox"/>     |
| Open to change and new ideas                | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/>  | <input type="checkbox"/>     |
| Judgment in decision making                 | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/>  | <input type="checkbox"/>     |
| Demonstrates integrity                      | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/>  | <input type="checkbox"/>     |
| Demonstrates emotional maturity             | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/>  | <input type="checkbox"/>     |
| Performance under stress                    | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/>  | <input type="checkbox"/>     |
| Use of personal abilities in helping others | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/>  | <input type="checkbox"/>     |
| Willingness to engage in social change      | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/>  | <input type="checkbox"/>     |
| Commitment to solving social problems       | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/>  | <input type="checkbox"/>     |
| Commitment to social work values            | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/>  | <input type="checkbox"/>     |



6. Please use the space below for additional comments you would like to make regarding this applicant.

[Large empty box for additional comments]

7. Please check the box that best corresponds with your overall evaluation of this applicant with respect to admission to the BSW program:

- I do not recommend this applicant for admission to the BSW Program.
- I believe this applicant's qualifications are below average, but if admitted, the applicant would greatly benefit from study in the BSW Program.
- I believe this applicant's performances should be comparable to that of most graduate students, and I recommend this applicant for admission to the BSW Program.
- I believe this applicant has the capability to perform at an above average level, and I highly recommend this applicant for admission.

**We greatly appreciate your assistance in our evaluation of this candidate's application for admission to the BSW Program. Thank you for sharing your observations.**

**Signature of Recommender**

[Signature line]

**Date**

[Date line]

**Note:** The School of Social Work does not accept faxed or emailed application materials; additionally, recommendation forms must be sent directly from the recommender to the below address.

**RECOMMENDER**

University of Nevada, Reno  
 School of Social Work  
 BSW Admissions Committee  
 1664 N. Virginia Street, Mailstop 090  
 Reno, NV 89557-0090

[Small empty box]

In compliance with federal law, including the provision of Title IX of the Education Amendments of 1972 and Sections of 503 and 504 of the rehabilitation Act of 1973, the University of Nevada, Reno does not discriminate of the basis of race, sex, religion, color, national origin, age, handicap, or military service in its administration policies, programs, or activities; its admission policies; scholarship and loan programs; athletic or other university administered programs; or employment.