



MSW APPLICANT REFERENCE FORM

The individual listed below is applying for the Master of Social Work at the University of Texas at El Paso. Social work is a profession whose purpose is to promote human and community well-being, guided by professional values and ethics, respect for human diversity and a commitment to social and economic justice. The program's concentration is "Social Work in the Border Region." The reference contains three parts: your identifying information, your rating of the applicant's knowledge and skills, and your letter of reference.

APPLICANTS IDENTIFYING INFORMATION (please print or type)

Name: _____

Address: _____

Phone(s): _____

The following **must** be completed by the applicant before submitting this form to the person providing the reference.

I DO/DO NOT (circle one) waive my right of access to and review of this reference. If you circle DO, the reference will remain confidential. If you circle DO NOT, you may review the reference after you are a matriculated student in the College of Health Sciences, Department of Social Work.

Applicant Signature: _____ Date _____

**IDENTIFYING INFORMATION OF INDIVIDUAL PROVIDING THE REFERENCE
(print or type, except for signature)**

Name & credentials of person providing reference: _____

Relationship to student: _____

Place of Employment and title: _____

Address of reference: _____

Signature: _____

Date: _____

RATING OF APPLICANT

Please compare this applicant with others you have known as students, colleagues or employees. Please check only one category that most closely reflects your assessment of the applicant.

	Excellent (90% - 100%)	Above average (75% - 89%)	Average (50% - 74%)	Below average (<50%)	Unable to evaluate
Academic ability or potential					
Interpersonal skills					
Ability to work in groups					
Verbal communication skills					
Quality of writing					
Emotional maturity					
Responsibility and accountability					
Ability to work with diverse individuals or groups					

Please indicate your recommendation for this applicant's admission to UTEP's MSW Program (Please check only one category):

☐ Recommend without reservations

☐ Recommend with some reservations (please explain _____)

☐ Do not recommend (please explain _____)

LETTER OF REFERENCE

Please write a letter of reference on your letterhead and address the following points (*If you are a Field Instructor or Clinical Supervisor for an Advance Standing applicant, please use the Competency Assessment Form instead of a separate letter*):

1. How long you have known the applicant and in what capacity?
2. How would you describe the applicant's ability to effectively balance academic, work and personal life tasks/responsibilities?
3. Address the applicant's ability to work effectively with diverse populations, particularly with individuals of Hispanic/Latino/Chicano origins.
4. Evaluate the applicant's ability to work effectively with others and to function as a member of a team.
5. Please provide any additional comments or information that would assist the Admissions Committee in reaching a decision.

Please place this form and your letter of reference in an envelope that you seal and sign your name along the flap of the seal. Please give or mail the envelope to the applicant to include in their application packet. Thank you for taking the time to provide us with valuable information to assist in the review of this application.