To Whom It May Concern:

is submitting an application to the Adrian College BSW Program. This application requires references who can attest to the applicant’s academic preparation, character, capabilities, and suitability to enter a profession devoted to service work with people. Please complete this form and return it directly to the Adrian College Social Work Program at your earliest convenience. We welcome any other pertinent information or materials. Thank you for participating in this application process.

Sincerely,

Charles L. Vanderwell, MSW, CSW, ACSW, LMFT
Program Director

I do □ do not □ waive my rights to this reference form and any attached documents that will be submitted to the Adrian College Social Work Program.

Signature ___________________________ Date ________________

KNOWLEDGE OF APPLICANT

Approximately how long have you known the applicant?   Years _________ Months _______________

In what capacity do you know the student  □ Employee □ Student □ Volunteer □ Acquaintance □ Other ______________

APPLICANT’S PROMISE AS A BSW STUDENT

Please rank the following characteristics based on a 10 point scale
[Exceptional (10-9), Above Average (8-7), Average (6-5), Below Average (4-3), Poor (2-1), or No Basis for Ranking –NB]

<table>
<thead>
<tr>
<th>Interaction with Work Groups</th>
<th>Emotional Maturity</th>
</tr>
</thead>
<tbody>
<tr>
<td>Interaction with Public/ Clients</td>
<td>Attitude</td>
</tr>
<tr>
<td>Writing Ability</td>
<td>Openness to Diversity</td>
</tr>
<tr>
<td>Oral Expression</td>
<td>Motivation</td>
</tr>
<tr>
<td>Intellectual Ability</td>
<td>Reliability</td>
</tr>
<tr>
<td>Openness to Supervision</td>
<td>Autonomy</td>
</tr>
<tr>
<td>Knowledge of Agency/ System &amp; Services offered</td>
<td>Promptness</td>
</tr>
<tr>
<td></td>
<td>Personal Appearance</td>
</tr>
</tbody>
</table>
OBSERVATION ABOUT APPLICANT:

How do you view this student’s strengths and needs?

What is your assessment about this student’s openness to new ideas and willingness to stand up for what s/he believes? How good is this student’s fit with and openness to the values of the social work profession (social justice, diversity, vulnerable populations)?

EVALUATION SUMMARY

This student’s performance in my contact and experiences with her/him . . .

☐ Went beyond expectations
☐ Met expectations
☐ Sometimes met expectations
☐ Fail to meet minimal expectations

Recommendation To BSW Program:

☐ Highly recommend
☐ Recommend
☐ Recommend with reservation
☐ Do not recommend

Signature ____________________________ Date ________________

Name: ________________________________

Title: ________________________________

Organization: _______________________

Address: ____________________________

City / State / Zip ____________________

Phone: ______________________________