



Boston University
School of Social Work

264 Bay State Road
Boston, Massachusetts 02215

Reference

Name of Applicant _____

Name of Evaluator _____

Position/Title _____

To the Applicant

This recommendation will become part of your admissions file. It will be used only for admissions consideration and will not be disclosed to any unauthorized individual without your consent. If you matriculate at Boston University, you will be accorded access to its contents unless you voluntarily waive your right of access. Please check one of the boxes and sign the statement below.

I have read the information above and hereby _____ my right of access to this document should I matriculate at Boston University. waive do not waive

Signature _____ Date _____

To the Evaluator

Under the 1974 Family Education Rights and Privacy Act, the applicant named above will have access to this recommendation unless he or she has waived that right.

The person named above is applying for admission to our School as a candidate for the degree of Master of Social Work. This involves not only an intensive program of graduate study, but commitment to a professional career of serious responsibility, as well. You have been selected by the applicant as someone who can be helpful to us in evaluating his or her qualifications and readiness to enter a graduate school.

Sound intelligence and the ability to think clearly and to communicate effectively are vital qualifications. Equally important are basic friendliness and security of personality, exemplified in good relationships with others. Emotional maturity and stability appropriate to the applicant's age are essential. Motivation to enter the field of social work should include an awareness of social issues as well as a deep concern for people.

Although people continue to grow and mature, a person who enters a professional school of social work without a good degree of readiness in all these areas risks failure and, at best, is likely to have a difficult and painful experience. Therefore, you can best help the applicant by being frank about his or her limitations as well as strengths. We ask you to answer the questions on the form as fully as possible; additional observations by letter are most welcome. **In order to facilitate an applicant's opportunity for admission, this form must be returned to the applicant as soon as possible, sealed in an envelope, with your signature across the back seal of the envelope. The School of Social Work will accept from the applicant only those letters of evaluation which are enclosed in sealed, signed envelopes, even in the case of an applicant who has retained the right of access.**

Thank you very much for your assistance.
Sincerely,

Edward M. Greene, Jr., MSW, LICSW
Director of Admissions

Please answer the following questions as thoughtfully as possible.

1. In what capacity and for how long have you known the applicant? If you have personal knowledge of any experience the applicant has had in the broad areas of social service, indicate the nature of this experience and your assessment of the applicant's performance.

2. What do you consider the applicant's major strength as a candidate for professional education in social work?

3. In what areas, and to what degree, does the applicant need to be strengthened as a potential professional social worker?

4. Please give your impression of the applicant's rating in the following areas:

	Poor	Average	Good	Very good	Outstanding	Unable to judge
a. Level of maturity and emotional stability	_____	_____	_____	_____	_____	_____
b. Understanding of self	_____	_____	_____	_____	_____	_____
c. Sensitivity to needs of and feelings for others	_____	_____	_____	_____	_____	_____
d. Quality of relationships with people	_____	_____	_____	_____	_____	_____
e. Ability to respect and work with differences in people (e.g., race, class, culture, and ethnicity)	_____	_____	_____	_____	_____	_____
f. Concern and commitment to work toward solving social problems	_____	_____	_____	_____	_____	_____
g. Ability to initiate and follow through	_____	_____	_____	_____	_____	_____
h. Administrative ability	_____	_____	_____	_____	_____	_____
i. Willingness to accept direction and/or supervision	_____	_____	_____	_____	_____	_____
j. Creativity	_____	_____	_____	_____	_____	_____
k. Ability to express ideas and feelings—verbally in writing	_____	_____	_____	_____	_____	_____
l. Interest in field of social work	_____	_____	_____	_____	_____	_____

5. Summary Evaluation

- _____ I *do not recommend* this applicant for admission to the Boston University School of Social Work graduate program.
- _____ I feel that the *applicant's qualifications are marginal*, but if admitted, the applicant would greatly benefit from study in the program.
- _____ I *recommend* this applicant for admission and feel his or her performance should be comparable to that of most graduate students.
- _____ I *strongly recommend* this applicant for admission and feel that he or she has the capability to perform at a superior level.

Signature of Evaluator _____ Date _____

Title and address _____

THANK YOU.