

Department of Social Work

### LETTER OF RECOMMENDATION FOR SOCIAL WORK BSW PROGRAM APPLICANT

# Student Name

Date

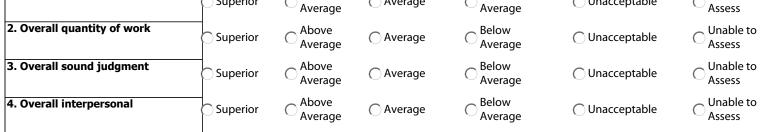
This evaluation will be used by the Social Work Review Committee as part of the materials which determine a student's aptitude and potential necessary for professional social work practice. We would appreciate responses that will help us in this process. If there are particular weaknesses identified we will then be able to work effectively and on an individual basis with the student.

## Please Check one for each line: ASSESSMENT OF ATTITUDE

1. Takes initiative	○ Superior	○ Above Average	C Average	C Below Average	OUnacceptable	O Unable to Assess	
2. Willing to use supervision	C Superior	○ Above Average	○ Average	C Below Average	C Unacceptable	C Unable to Assess	
3. Takes suggestions in a positive way	C Superior	⊖ Above Average	○ Average	C Below Average	C Unacceptable	O Unable to Assess	
4. Relationship with others (team work)	C Superior	C Above Average	○ Average	C Below Average	OUnacceptable	C Unable to Assess	
5. Shows concern for people	C Superior	C Above Average	C Average	C Below Average	○ Unacceptable	O Unable to Assess	
ASSESSMENT OF PERSONAL QUALITIES							
1. Appropriate dress and grooming	C Superior	○ Above Average	C Average	C Below Average	C Unacceptable	O Unable to Assess	
2. Demonstrates integrity	C Superior	○ Above Average	○ Average	C Below Average	C Unacceptable	O Unable to Assess	
3. Demonstrates reliability	C Superior	C Above Average	○ Average	C Below Average	OUnacceptable	O Unable to Assess	
4. Is emotionally stable	C Superior	C Above Average	C Average	C Below Average	○ Unacceptable	O Unable to Assess	
5. Handles situations in a mature	-	Abovo		Delevi		Unable to	
and appropriate way	○ Superior	○ Above Average	○ Average	C Below Average	O Unacceptable	O Unable to Assess	
6. Ability to be self-directed	C Superior	C Above Average	C Average	C Below Average	○ Unacceptable	O Unable to Assess	
ASSESSMENT OF INTELLECTUAL QUALITIES							
1. General intelligence	C Superior	○ Above Average	C Average	C Below Average	C Unacceptable	O Unable to Assess	
2. Creativity	C Superior	⊖ Above Average	○ Average	C Below Average	OUnacceptable	O Unable to Assess	
3. Resourcefulness	○ Superior	⊖ Above Average	○ Average	C Below Average	C Unacceptable	C Unable to Assess	
4. Insight/Analysis	C Superior	C Above Average	Average	O Below Average	OUnacceptable	C Unable to Assess	

#### ASSESSMENT OF SOCIAL QUALITIES

1. Leadership quality	C Superior	C Above Average	○ Average	C Below Average	OUnacceptable	C Unable to Assess
2. Cooperative	C Superior	C Above Average	○ Average	C Below Average	○ Unacceptable	C Unable to Assess
3. Has poise and tact	C Superior	⊖ Above Average	○ Average	C Below Average	C Unacceptable	O Unable to Assess
4. Ability to work in a multicultural setting	C Superior	C Above Average	○ Average	C Below Average	OUnacceptable	C Unable to Assess
ASSESSMENT OF PROFESSION	L AL SKILLS					
1. Punctual	C Superior	○ Above Average	○ Average	C Below Average	O Unacceptable	C Unable to Assess
2. Handles self as a professional	C Superior	○ Above Average	○ Average	C Below Average	OUnacceptable	O Unable to Assess
3. Ability to organize work	C Superior	○ Above Average	○ Average	C Below Average		O Unable to Assess
4. Ability to work independently	C Superior	○ Above Average	○ Average	C Below Average	OUnacceptable	O Unable to Assess
5. Ability to follow directions	C Superior	○ Above Average	○ Average	C Below Average	O Unacceptable	O Unable to Assess
6. Ability to meet time deadlines	C Superior	○ Above Average	C Average	C Below Average	O Unacceptable	C Unable to Assess
7. Ability to carry through plans	C Superior	○ Above Average	○ Average	C Below Average	OUnacceptable	O Unable to Assess
8. Ability to problem-solve	C Superior	○ Above Average	○ Average	C Below Average		C Unable to Assess
9. Decision making ability	C Superior	○ Above Average	○ Average	C Below Average	OUnacceptable	O Unable to Assess
10. Written communication	C Superior	○ Above Average	○ Average	C Below Average	OUnacceptable	O Unable to Assess
11. Empathetic listening skills	C Superior	C Above Average	○ Average	C Below Average	○ Unacceptable	C Unable to Assess
12. Ability to communicate	C Superior	Above Average	C Average	C Below Average	O Unacceptable	O Unable to Assess
FINAL IMPRESSIONS						
1. Overall quality of work	C Superior	Above Average	○ Average	Below	O Unacceptable	O Unable to



#### **FINAL IMPRESSIONS**

1. Overall quality of work	○ Superior	⊖ Above Average	○ Average	C Below Average	○ Unacceptable	C Unable to Assess
2. Overall quantity of work	○ Superior	○ Above Average	○ Average	C Below Average	OUnacceptable	O Unable to Assess
3. Overall sound judgment	○ Superior	C Above Average	○ Average	C Below Average	○ Unacceptable	O Unable to Assess
4. Overall interpersonal	C Superior	C Above Average	○ Average	C Below Average	O Unacceptable	C Unable to Assess
POTENTIAL FOR SOCIAL WO	RK					
1. Ability to be flexible	C Superior	C Above Average	C Average	C Below Average	O Unacceptable	O Unable to Assess
2. Ability to gain knowledge of many things	C Superior	⊖ Above Average	○ Average	C Below Average	OUnacceptable	O Unable to Assess
3. Ability to complex skills	C Superior	○ Above Average	○ Average	C Below Average	OUnacceptable	O Unable to Assess
APPROXIMATELY HOW LONG	G HAVE YOU KN	IOW THIS IND	IVIDUAL?	Ye	ars	Months
PLEASE PROVIDE ANY ADDI HAVE REGARDING THIS IND		•				- Cerns) you may
Signature			Date			
Signature				red Phone er		

Thank you for your assistance with this candidate's application.

This document is confidential. You may mail this form directly to the Social Work Department at Arkansas State University or return this form to the applicant in a <u>sealed envelope with your signature across the seal of the envelope</u>.

Arkansas State University Department of Social Work P.O. Box 2460 State University, AR 72467 Attn: Ms. Geri Staples (870)972-3984