



ARKANSAS STATE UNIVERSITY

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

Table with 5 rows of attitude assessment items and 6 radio button options: Superior, Above Average, Average, Below Average, Unacceptable, Unable to Assess.

ASSESSMENT OF PERSONAL QUALITIES

Table with 6 rows of personal quality assessment items and 6 radio button options: Superior, Above Average, Average, Below Average, Unacceptable, Unable to Assess.

ASSESSMENT OF INTELLECTUAL QUALITIES

Table with 4 rows of intellectual quality assessment items and 6 radio button options: Superior, Above Average, Average, Below Average, Unacceptable, Unable to Assess.

ASSESSMENT OF SOCIAL QUALITIES

1. Leadership quality	<input type="radio"/> Superior	<input type="radio"/> Above Average	<input type="radio"/> Average	<input type="radio"/> Below Average	<input type="radio"/> Unacceptable	<input type="radio"/> Unable to Assess
2. Cooperative	<input type="radio"/> Superior	<input type="radio"/> Above Average	<input type="radio"/> Average	<input type="radio"/> Below Average	<input type="radio"/> Unacceptable	<input type="radio"/> Unable to Assess
3. Has poise and tact	<input type="radio"/> Superior	<input type="radio"/> Above Average	<input type="radio"/> Average	<input type="radio"/> Below Average	<input type="radio"/> Unacceptable	<input type="radio"/> Unable to Assess
4. Ability to work in a multicultural setting	<input type="radio"/> Superior	<input type="radio"/> Above Average	<input type="radio"/> Average	<input type="radio"/> Below Average	<input type="radio"/> Unacceptable	<input type="radio"/> Unable to Assess

ASSESSMENT OF PROFESSIONAL SKILLS

1. Punctual	<input type="radio"/> Superior	<input type="radio"/> Above Average	<input type="radio"/> Average	<input type="radio"/> Below Average	<input type="radio"/> Unacceptable	<input type="radio"/> Unable to Assess
2. Handles self as a professional	<input type="radio"/> Superior	<input type="radio"/> Above Average	<input type="radio"/> Average	<input type="radio"/> Below Average	<input type="radio"/> Unacceptable	<input type="radio"/> Unable to Assess
3. Ability to organize work	<input type="radio"/> Superior	<input type="radio"/> Above Average	<input type="radio"/> Average	<input type="radio"/> Below Average	<input type="radio"/> Unacceptable	<input type="radio"/> Unable to Assess
4. Ability to work independently	<input type="radio"/> Superior	<input type="radio"/> Above Average	<input type="radio"/> Average	<input type="radio"/> Below Average	<input type="radio"/> Unacceptable	<input type="radio"/> Unable to Assess
5. Ability to follow directions	<input type="radio"/> Superior	<input type="radio"/> Above Average	<input type="radio"/> Average	<input type="radio"/> Below Average	<input type="radio"/> Unacceptable	<input type="radio"/> Unable to Assess
6. Ability to meet time deadlines	<input type="radio"/> Superior	<input type="radio"/> Above Average	<input type="radio"/> Average	<input type="radio"/> Below Average	<input type="radio"/> Unacceptable	<input type="radio"/> Unable to Assess
7. Ability to carry through plans	<input type="radio"/> Superior	<input type="radio"/> Above Average	<input type="radio"/> Average	<input type="radio"/> Below Average	<input type="radio"/> Unacceptable	<input type="radio"/> Unable to Assess
8. Ability to problem-solve	<input type="radio"/> Superior	<input type="radio"/> Above Average	<input type="radio"/> Average	<input type="radio"/> Below Average	<input type="radio"/> Unacceptable	<input type="radio"/> Unable to Assess
9. Decision making ability	<input type="radio"/> Superior	<input type="radio"/> Above Average	<input type="radio"/> Average	<input type="radio"/> Below Average	<input type="radio"/> Unacceptable	<input type="radio"/> Unable to Assess
10. Written communication	<input type="radio"/> Superior	<input type="radio"/> Above Average	<input type="radio"/> Average	<input type="radio"/> Below Average	<input type="radio"/> Unacceptable	<input type="radio"/> Unable to Assess
11. Empathetic listening skills	<input type="radio"/> Superior	<input type="radio"/> Above Average	<input type="radio"/> Average	<input type="radio"/> Below Average	<input type="radio"/> Unacceptable	<input type="radio"/> Unable to Assess
12. Ability to communicate	<input type="radio"/> Superior	<input type="radio"/> Above Average	<input type="radio"/> Average	<input type="radio"/> Below Average	<input type="radio"/> Unacceptable	<input type="radio"/> Unable to Assess

FINAL IMPRESSIONS

1. Overall quality of work	<input type="radio"/> Superior	<input type="radio"/> Above Average	<input type="radio"/> Average	<input type="radio"/> Below Average	<input type="radio"/> Unacceptable	<input type="radio"/> Unable to Assess
2. Overall quantity of work	<input type="radio"/> Superior	<input type="radio"/> Above Average	<input type="radio"/> Average	<input type="radio"/> Below Average	<input type="radio"/> Unacceptable	<input type="radio"/> Unable to Assess
3. Overall sound judgment	<input type="radio"/> Superior	<input type="radio"/> Above Average	<input type="radio"/> Average	<input type="radio"/> Below Average	<input type="radio"/> Unacceptable	<input type="radio"/> Unable to Assess
4. Overall interpersonal	<input type="radio"/> Superior	<input type="radio"/> Above Average	<input type="radio"/> Average	<input type="radio"/> Below Average	<input type="radio"/> Unacceptable	<input type="radio"/> Unable to Assess

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4. Overall interpersonal	<input type="radio"/> Superior	<input type="radio"/> Above Average	<input type="radio"/> Average	<input type="radio"/> Below Average	<input type="radio"/> Unacceptable	<input type="radio"/> Unable to Assess

POTENTIAL FOR SOCIAL WORK

1. Ability to be flexible	<input type="radio"/> Superior	<input type="radio"/> Above Average	<input type="radio"/> Average	<input type="radio"/> Below Average	<input type="radio"/> Unacceptable	<input type="radio"/> Unable to Assess
2. Ability to gain knowledge of many things	<input type="radio"/> Superior	<input type="radio"/> Above Average	<input type="radio"/> Average	<input type="radio"/> Below Average	<input type="radio"/> Unacceptable	<input type="radio"/> Unable to Assess
3. Ability to complex skills	<input type="radio"/> Superior	<input type="radio"/> Above Average	<input type="radio"/> Average	<input type="radio"/> Below Average	<input type="radio"/> Unacceptable	<input type="radio"/> Unable to Assess

PLEASE EXPLAIN IN WHAT CAPACITY YOU HAVE KNOWN THIS INDIVIDUAL:

APPROXIMATELY HOW LONG HAVE YOU KNOWN THIS INDIVIDUAL?

_____ Years _____ Months

PLEASE PROVIDE ANY ADDITIONAL COMMENTS (PARTICULARLY REGARDING ANY STRENGTHS AND/OR CONCERNS) YOU MAY HAVE REGARDING THIS INDIVIDUAL'S POTENTIAL FOR SUCCESS AND SUITABILITY FOR SOCIAL:

Signature _____	Date _____
Title _____	Preferred Phone Number _____
Agency/ Institution _____	Email _____

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 sealed envelope with your signature across the seal of the envelope.

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 Department of Social Work
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 State University, AR 72467
 Attn: Ms. Geri Staples
 (870)972-3984**