REFERENCE STATEMENT

To the Applicant:

Please print your name

Last  First  Middle

Please request reference statements from three persons who have recent knowledge about your qualifications. Print your name on the first page of each reference form, sign your name, and email the form to each referent. Ask referents to email the completed form and any accompanying materials to mswadmissions@csub.edu with a subject line Reference Form for [Applicant Name]or by mail to:

Admissions
Department of Social Work
California State University, Bakersfield
9001 Stockdale Highway 25 DDH
Bakersfield, CA 93311-1022

Opened, unsealed, or unsigned reference letters will not be accepted. References should be from professional sources - for example, a professor or someone who has supervised your paid or volunteer work. References from friends or family members will not be accepted.

I give my permission for ______________________________ to write a letter of reference to the Department of Social Work at California State University, Bakersfield for MSW admission consideration.

Print Name: ______________________________ Date: ______________________________

To the Referent:

The above named person is applying for admission to the MSW program in the Department of Social Work, California State University, Bakersfield, and has given your name as a reference.

The program seeks students who have demonstrated potential for graduate academic work as well as commitment to the welfare of all people, but especially to vulnerable and underserved populations. The MSW program is designed to prepare graduates for early assumption of professional social work leadership. Desirable qualities include the capacity to assume ongoing responsibility for learning and the ability to identify and analyze problems and develop solutions to address human needs.

Please provide a candid assessment of this applicant regarding his/her suitability for our program. You may attach a separate letter with this form if you prefer. Your statements will be held in confidence.

Information on Confidentiality:

Applicants for admission do not have access to their application records. Under the provisions of the Federal “Family Education Rights and Privacy Act of 1974,” only registered students and alumni have access to their educational records. This reference will be used only for the purpose of determining whether or not the applicant should be admitted to the Department of Social Work. This reference will be removed from the accepted student’s file.

1. Approximate dates, length of time you have known or worked with the applicant and nature of your relationship with the applicant.
2. Please rate the applicant relative to other students, employees or people interested in social work:

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<th>Exceptional (top 5%)</th>
<th>Superior (next 5%)</th>
<th>Good (next 20%)</th>
<th>Average (next 20%)</th>
<th>Below Average (bottom 50%)</th>
<th>Unable to Rate</th>
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<td>Academic performance</td>
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3. Please assess the applicant’s potential and promise as a social work professional. (You may attach a separate letter)

4. I would:

   - Recommend with enthusiasm
   - Recommend
   - Recommend with reservations
   - Not recommend

Name: ___________________________________________ Date: ____________________________
Organization: ___________________________ Title: ____________________________
Street: ______________________________________ Telephone: ____________________________
City: ___________________________ State: ___________________________ Zip: ___________________________