



School of Social Work

PhD Program: Recommendation Form

Priority Deadline for Applications: February 1

Reviewed after March 1 if space available

Applicant Name (Last, First): _____

Recommender Name: _____

Instructions to Applicant

This form should be given to individuals who can attest to your ability, potential and readiness for graduate education and professional social work practice. Two (2) recommendations must be academic references and the remaining recommendation should be a work/volunteer reference. If this reference format is not followed, then please include a statement with your application explaining the reason for the substitution. The forms must be mailed to the LSU School of Social Work by the recommenders. Additional recommendations will not be accepted.

In accordance with the Family Education Rights and Privacy Act of 1974, you may waive your right to inspect this recommendation. Please check the appropriate box and sign below. Should you decide not to waive the right, you will have access to the recommendation if you enroll in the LSU School of Social Work. Failing to check the appropriate box will automatically waive your access to view this recommendation.

- I waive my right of access to this reference.*
- I DO NOT waive my right of access to this reference*

Instructions to Recommender

We appreciate your willingness to serve as a reference for the person applying to our PhD Social Work program. The LSU School of Social Work is seeking individuals who possess the personal qualifications essential to professional social work practice and the academic credentials to fulfill successfully the scholastic requirements while coping with the demands of graduate education. After you have completed this form, enclose it along with any other separate letter. Seal it, sign across the seal, and return it to the applicant or mail it directly to the LSU School of Social Work

Name: _____

Position title: _____

Address _____

Phone: _____ **Email:** _____

Signature: _____ **Date:** _____

How long have you known the applicant? _____

In what capacity have you known the applicant? _____



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We strongly suggest that recommenders provide a letter of support on university or agency letterhead in addition to completing the rating scale below. The letter is helpful for a complete evaluation of the applicant.

- Describe the applicant's strengths and deficits in terms of knowledge, attitudes and skills.
How may the applicant's assets and deficits aid or hinder in conducting rigorous research?
If you are providing an academic recommendation, please give a brief description of the applicant's academic performance in the classroom.
If you are providing a work/volunteer recommendation, then please give a brief description of the applicant's work and volunteer duties. Please provide applicant's start/end dates and the hours per week worked/volunteered.

Please rate the applicant in each of the following categories by circling the appropriate number.

Table with 5 columns: Applicant Characteristic, Below Average, Average, Above Average, Cannot Rate. Rows include Professional knowledge, Capacity for Critical Thinking, Capacity for Analytical Thinking, Punctuality, Timeliness of Assignments, Social Awareness, Maturity, Stability, Motivation, Initiative, Leadership, Interpersonal Skills, Openness to Change, Empathy, Communication Skills, Creativity, Resourcefulness, Integrity, Potential to Succeed in PhD Program.

Your overall recommendation of the applicant:

- Not recommended, Recommend with reservation, Recommend, Highly recommend

Please fax, mail, or scan and email the completed form to:

PhD Admissions | LSU School of Social Work | 313 Huey P. Long Field House | Baton Rouge, LA 70803
Fax: 225-578-1357 Email: swilks@lsu.edu