



Steve Hicks School of Social Work Office of Admissions • 1925 San Jacinto Blvd. Stop D3500 • Austin, TX 78712-1405

THE UNIVERSITY OF TEXAS AT AUSTIN STEVE HICKS SCHOOL OF SOCIAL WORK
 MASTER OF SCIENCE IN SOCIAL WORK PROGRAM REQUEST FOR REFERENCE-**FIELD INSTRUCTOR**

This portion to be completed by applicant:

Applicant's Name: _____

UT EID: _____

Semester/Year for which you are applying: _____

Name of person providing reference: _____

Under provisions of the Family Educational Rights & Privacy Act of 1974, I waive my right of access to this recommendation; The University of Texas at Austin may, therefore, consider it to be confidential:

I do I do not waive my right to access this form and the information contained in it.

Signature of Applicant: _____ Date: _____

This portion to be completed by the individual providing the reference:

The person named above is applying for admission to our Master of Science in Social Work degree program and has given your name as a reference. Undergraduates with a bachelor's degree from a CSWE accredited program may be eligible for post-BSW status, enabling them to complete the MSSW in only one year. Your candid assessment of the applicant's readiness for field instruction at the advanced Master's level would be greatly appreciated. Please complete this form, place it in a sealed envelope with your signature across the seal, and return the envelope to the applicant. **A letter of reference for the applicant may be attached to this form.**

A. In what capacities and for what length of time have you known the applicant?

Agency Name:

Agency Type or Functions:

Hours of supervised field instruction:

Frequency and length of supervision:

B. Please describe the nature of the student's assignments, including the number and type of cases, frequency of contact, duration of case load, group work, and macro experience:

C. Please indicate your recommendation for this applicant's admission:

Highly recommend Recommend

Recommend with some reservation Do not recommend

D. Do you recommend this applicant for the post-BSW program? Yes No

E. Please use the space below to comment on the applicant's overall field work performance:

F. Please use this space to comment on the applicant's strengths as a candidate for advanced social work education and ability to move directly into the final field placement:

G. Please comment on any areas that will require attention during graduate study:

Signature: _____ Date: _____

Name and Title: _____

Address: _____

Phone: _____ Email: _____

When complete, please email this form to ssw-recommendations@austin.utexas.edu. We sincerely appreciate you taking the time to share your impressions of the applicant with us.