University of Windsor

School of Social Work

EMPLOYMENT, VOLUNTEER, OR PLACEMENT REFERENCE FORM 2 – MSW/JD

To be completed by an employer/supervisor from a paid, volunteer, or placement position.
Please be sure to complete, print and return in a sealed envelope with the referee's signature across the seal.

Alternatively, you can submit your reference via email to gradadmit@uwindsor.ca.
When submitting your reference electronically, please be sure to include the applicant's name and program name (MSW/JD) in the subject line.
Please cc' the Social Work Graduate Secretary (gradsw@uwindsor.ca) in your email.

Section 1

Applicant's surname: _____

Given Names: _____

Referee's Name: _____ Position: _____

Referee's Address: _____

Referee's Telephone: _____ Ext: _____ E-mail: _____

Capacity in which you have known the applicant _____

Number of years you have known the applicant _____

Section 2

Please indicate the group, and number of others, with which you are comparing the applicant.

Section 3 - To be completed by all referees. Please check (✓) the appropriate response.

In comparison with other individuals at the applicant's level with whom you have been associated as mentioned in Section 2, rate the applicant with respect to the following categories listed.

Criteria / Attributes	Outstanding Top 5%	Above Average Top 25%	Average 50%	Below Average 50%	Unable to Rank
Academic potential					
Analytic ability					
Creativity					
English Proficiency - oral					
English Proficiency - written					
Initiative					
Ability to work with others					
Research skills					
Ability to work with diverse populations					
Motivation for the MSW program					
Personal suitability for the MSW program					
Overall Rating					

Section 4

Please provide a written statement, on a separate page, of your perceptions of the applicant with respect to the following:

a. Social justice, diversity, and advocacy commitment;
b. Ability to deal with stressful situations in life;
c. Personal ethics in dealing with others;
d. Communication and interpersonal skills;
e. Potential for leadership in the development of knowledge and practice in social work.

Completion of this reference form is a necessary part of the application to graduate studies at The University of Windsor, School of Social Work. The Admissions Office places a great deal of importance on these confidential recommendations and we appreciate your assistance in evaluating this applicant. The evaluation will be used only for admission purposes.

Date: _____ Signature: _____

If you have any questions about the collection, use, and disclosure of this information please contact: School of Social Work, University of Windsor, 167 Ferry Street, Windsor, Ontario, Canada N9B 0C5 (519)253-3000 ext. 6096; gradsw@uwindsor.ca