University Partnership Title IV-E Child Welfare Training Program
Reference

THE OHIO STATE UNIVERSITY
COLLEGE OF SOCIAL WORK

Please upload to the online application

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To the Applicant: Please provide the information requested in number 1, 2, & 3, and then give this form to the recommender.

1. Name of Applicant:_____
Last First Middle

2. Read the statements below and sign on the line that reflects your choice.

- The Family Education Rights and Privacy Act of 1974 entitle students to have access to the references in their permanent record at The Ohio State University. The applicant may waive this right of access, in which case the reference will be considered by The Ohio State University and will not be available to the student. The reference will, also, be shared with the county child welfare agency.

  _____ I do not waive my right to access to this reference letter.

  Applicant Signature_____

- If you wish to waive your right to access to this reference, sign your name on the line below the following statement:
  I, the undersigned, hereby waive all rights or privileges provided by Public Law 93-380 to inspect or challenge the content and comments appearing in this reference. I agree that the observations made in this reference should be confidential between the writer, The Ohio State University, and the designated county Children's Services agency.
  _____I waive my right to access to this reference.

  Applicant Signature_____

3. Name of Recommender:_____

To the Recommender: The person requesting this reference letter is applying for the University Partnership Title IV-E Child Welfare Training Program. This means that the student will be using social work education to prepare for employment in an Ohio public child welfare agency. Candidates for UPP are chosen jointly by representatives from The Ohio State University College of Social Work and Ohio public children services

agencies. Some benefits are available to students who successfully complete the social work program and obtain employment in a public child welfare agency. Child welfare work is quite challenging. We are asking for reference letters to help us determine if the student's strengths and abilities are a good match for the demands of public child welfare work. Your letter may be shared with the county agency as part of establishing the student field placement.

Student:_____

Recommender: _____

Please include in your letter the following information:

How long and in what capacity have you known the student?

- ***Student's ability to learn new concepts***
- ***Student's ability to learn new job related tasks***
- ***Student's ability to organize when there are many tasks to complete***
- ***Student's dependability***
- ***Student's skill level related to taking initiative***
- ***How student gets along with supervisors and co-workers***
- ***Student's ability to relate to people from diverse backgrounds.***

Please describe what you believe to be the student's major strengths and any areas that may be deficient.

*Letter submission is optional. Please address all questions

_____ _____

Recommender's Signature Date

_____ _____

Recommender's Name (Type or Print) Position or Title

_____

Recommender's Phone Number

Thank You!