**University Partnership Program/ Title IV-E Child Welfare Reference**

**The University of Akron**

**School of Social Work and Family Sciences**

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***Return Reference Letter to:***

**Monica Ascar, MSW, LISW-S, UPP Campus Coordinator**

[**mascar@uakron.edu**](mailto:mascar@uakron.edu)

**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 (FERPA) of 1974 entitles students to have access to the references in their permanent record at The University of Akron. The applicant may waive this right of access, in which case the reference will be considered by The University of Akron and will not be available to the student. The reference will also be shared with county child welfare agency.
  + I do **not** waive my right to access this reference letter.

Applicant Signature

* + If you wish to waive your right to access 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 University of Akron and the designated county – Children Services agency.
  + I **waive** my right to access this reference letter.

Applicant Signature

3. Name of Recommender:

To the Recommender: The person requesting this reference letter is a student at The University of Akron, School of Social Work and Family Sciences who has applied for the Child Welfare University Partnership Program (UPP). 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 The University of Akron and a representative from Children’s Services in the county where the student is applying for a field placement. 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’s field placement.

**Student Name:**

**Recommender:**

Please include in your letter the following information:

How long and in what capacity have you know 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.

**Recommender’s Signature Date**

**Recommender’s Name (Type or Print) Position or Title**

**Recommender’s Phone Number**