

**Master of Social Work (MSW)**

**Reference Guidelines**

Submit two (2) references from two different sources such as employer/supervisor, volunteer/internship/practicum experience and from someone familiar with your academic performance (instructor/faculty advisor/supervisor).

Applicants will submit contact information for each reference into the application portal. References will then receive an email prompt from Graduate Admissions to submit a letter of recommendation and to complete a short evaluation. To minimize bias, applicants should not submit or view any letters of recommendation.

If you are an MSW Advanced Standing applicant, a reference from a practicum instructor and/or faculty liaison knowledgeable about your practicum performance would be an appropriate reference.

Please do not submit more than (1) reference per employer.

Family, intimate friends, personal counselors/therapists, co-workers (non‐supervisor),

colleagues or associates are **not appropriate** references.