



To the Applicant: This form, for Ph.D. Applicants, should be given to an individual who is able to comment on your qualifications for graduate study as a student in the Doctoral Program. A minimum of 3 reference letters is required; please copy this form as needed. Reference letters should be sent directly to the School for Social Work Office of Admission.

Lilly Hall
Northampton, Massachusetts 01063
T 413-585-7950
F 413-585-7994
ssw.smith.edu

Applicant's Name: _____

Reference Writer's Name: _____

Email Address: _____

How long have you known the applicant? (years) _____

In what capacity? _____

IMPORTANT: If the applicant is accepted to Smith, do you give your permission to have the applicant view your reference as part of their academic file? Yes / No

To the Reference Writer:

The above-named person has applied for admission to the Doctoral Program of the Smith College School for Social Work and has named you as a reference. We are interested in information that will help us assess the applicant's ability to engage with and successfully complete a doctoral degree in our program.

Our program is centered on the study of clinical social work within a commitment to racial and social justice. We aim to train practitioner-scholars and our program includes rigorous clinical and research coursework and internships. We, therefore, ask you to comment on the candidate's clinical skills as well as analytic/academic abilities. It would help us to learn your frank appraisal of strengths and abilities, as well as limitations most likely to affect doctoral study in a clinically focused program.

Since applications cannot be reviewed without reference material, a reply within two weeks of receipt of this letter will ensure prompt consideration of this applicant.

Sincerely,

Irene Rodríguez-Martin, Ed.D
Associate Dean of Graduate Enrollment & Student Services

The school complies with Section 504 of the Rehabilitation Act of 1973 and with the American Disability Act of 1991 banning discrimination on the basis of disability. Under this regulation, the school may not make pre-admission inquiry as to whether an applicant for admission is disabled. Individuals who write letters of reference should not refer directly or indirectly to an applicant's disability. Information regarding disabilities, voluntarily given or inadvertently received, will not adversely affect any admission decision.

In compliance with the Family Educational Rights and Privacy Act of 1974, it is the policy of the school that students who are admitted have access to their files which will contain your reference material.

