

Post-Baccalaureate Certificate in Behaviour Analysis Reference Request

You have been identified as a potential referee in support of an application for admission to the Post-Baccalaureate Certificate in Behaviour Analysis at MacEwan University. We appreciate your willingness to submit a reference per the requirements listed below. Please submit your reference as soon as possible, as we will not be able to make an admission decision without it.

While the applicant will be aware of your submission, the contents of the reference will remain confidential. If you have any questions or issues uploading the document, please contact us at admissions@macewan.ca. Be sure to include the applicant's name in the subject line.

Name _____

Job Title _____

Company _____

Phone Number _____ **Email** _____

- What type of reference are you providing:
☐ Academic ☐ Work Experience ☐ Volunteer Experience
- How long have you known the applicant? Years: _____ Months: _____
- How would you rate the applicant relative to others you have known in a similar capacity with respect to the following:

	Outstanding	Excellent	Very Good	Average	Below Average	Unable to Evaluate
Professionalism						
Initiative						
Perseverance						
Written Expression						
Oral Expression						
Collaboration skills/ Team player						
Ability to adjust to changing circumstances						
Rapport with vulnerable populations						
Attendance						
Time management						
Academic Potential						
Career potential in this field						

Please use the space to answer the following questions:

4. What is your relationship to this applicant? Describe your role and/or their role with you.

5. What are the applicant's strengths with respect to character, integrity, and observed performance? Please highlight any special skills or experience.

6. What areas do you perceive might be weaknesses for this applicant?

7. What is your overall recommendation?

I enthusiastically recommend this candidate.

I recommend this candidate.

I recommend this candidate with reservation.

I do not recommend this candidate.

8. Please use this space if you have any additional information or comments.