

**College of Nursing- University of Texas of the Permian Basin  
Bachelor of Science in Nursing (BSN) Program  
Reference Form**

***TO BE COMPLETED BY THE APPLICANT***

Applicant's Name: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

I am applying to the UT Permian Basin College of Nursing and certify that this reference is a professional reference and not a family member, friend, peer, co-worker or K-12 teacher, advisor, principal or administrator.

Release of access to this reference: The Applicant must complete and sign **one** of the following statements before submitting this form to the evaluator. This request is in Federal Law P.L. 93-380 (Family Educational Rights and Privacy Act of 1974).

I hereby voluntarily waive and relinquish any right to access this confidential reference.

I retain my rights to access this confidential reference.

Sign: \_\_\_\_\_ Date: \_\_\_\_\_

Sign: \_\_\_\_\_ Date: \_\_\_\_\_

***TO BE COMPLETED BY THE EVALUATOR:*** The Admission Committee requests a frank appraisal of the applicant's characteristics and behaviors. This information is useful in selecting applicants for the nursing program.

*Please place an X under the rating column which best describes the applicant's characteristics and qualifications and include a short narrative in the space provided on the second page of this form.*

	<b>Excellent</b>	<b>Above Average</b>	<b>Average</b>	<b>Below Average</b>	<b>Poor</b>
<i>Attitude and Personality</i> – cooperative, confident, courteous, accepts criticism					
<i>Reliability</i> – honest and dependable, ethical behavior					
<i>Personal Appearance</i> – neatness and cleanliness					
<i>Work Habits and Industry</i> – motivation, self-discipline, resourceful, ability to organize, conscientious, takes initiative					
<i>Performance Under Pressure</i> – problem solving skills, critical thinking skills, appropriate response to stress					
<i>Capacity for Independent Thinking</i> – curiosity, creativity, leadership					
<i>Communication</i> – verbal and written clarity, coherence, confidence in conversation, capacity for empathy					
<i>Likelihood of Career Success</i> – Aptitude for nursing profession					

**Reference Request Form (continued)**

Applicant's Name: \_\_\_\_\_  
Last First MI

Write a short narrative description of your overall impression of the applicant:

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How long have you known the applicant? \_\_\_\_\_

In what capacity? (Note: This work or volunteer experience must be from the past 2 years.)

- I am applicant's current or former supervisor.
- I am applicant's current or former employer.

OR

- The applicant was a student in my college course during the past two years.

Overall recommendation: (please check the appropriate statement.)

- Highly Recommend
- Recommend with Reservation
- Recommend
- Do Not Recommend

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**TO BE COMPLETED BY EVALUATOR (Please print)**

Name: \_\_\_\_\_ Job Title (if applicable): \_\_\_\_\_

Name of Agency or Business: \_\_\_\_\_

Address: \_\_\_\_\_  
*Street Address City State Zip*

Telephone Number: ( ) \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**Please return this completed form in a sealed envelope (with your signature along the seal) to the applicant; do not send this form directly to UT Permian Basin College of Nursing. The completed Reference Form must be included in application packet.**