



## Reference Forms for PhD Applicants – for September 2025 Admission

**Applicant Instructions:** Provide three references and contact information for your references as part of the online application. The system will send an email to each of your referees, inviting them to submit the completed form directly to the application database using a secure interface. The email will include reference instructions and the reference form. **Academic references are strongly recommended.** Rationale: Persons who have a research degree (PhD or equivalent) are in the best position to provide the most useful recommendation about your experience and/or potential for doing research. Sources of references can be your former professors, or else colleagues who know of your research-related work from past or current projects.

**Referee Instructions:** Please complete the reference form and upload it directly onto the application portal.

**NAME OF APPLICANT:**

**NAME OF REFEREE:**

**REFEREE'S POSITION OR TITLE:**

**REFEREE'S EMPLOYER:**

**SECTION A:** Complete the information requested on both sides of this form. **This evaluation is confidential and will be used only for admission purposes. It will not be shared with the applicant.**

How long have you known the applicant?

In what capacity have you known the applicant?

In evaluating this applicant, with which reference group are you making comparisons? (i.e. other students, employees, etc.)

<b>SECTION B: Keeping in mind your reference group, check the rating which best indicates your evaluation of the applicant:</b>	<b>OUTSTANDING</b>	<b>VERY GOOD</b>	<b>AVERAGE</b>	<b>POOR</b>	<b>UNABLE TO JUDGE</b>
Scholarliness and Potential for Graduate Education	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Academic Achievement	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Creative Qualities	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Maturity and Emotional Stability	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Demonstrated Commitment to Research	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Ability to Express and Present Ideas Orally	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Ability to Communicate in Writing	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Ability to Accept Constructive Feedback	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Ability to Respect Differences in other People (e.g., race, class)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Ability to Work Collaboratively	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Leadership Potential	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

**SECTION C: We are especially interested in your comments regarding this applicant's aptitude for doctoral study and a career in social work. Please respond to all questions and elaborate fully. This is a 'fillable form' and we encourage you to provide as much detail as possible. Thank you for your assistance.**

As a potential candidate for doctoral study, what are the applicant's major strengths?

As a potential candidate for doctoral study, in what area(s) does the applicant need further development?

**Summary Evaluation:**

**SECTION D:**

Referee's Name (Type or Print)

Referee's Signature\*\*

Date

**\*\*Signature only required if this form is being mailed to the applicant or to the Factor-Inwentash Faculty of Social Work, Admissions Office, 246 Bloor Street West, Toronto, ON, Canada, M5S 1V4.**