Professional Reference Form

Applicants to the Program:

1. Complete this page of this form. Leave pages 2 & 3 blank.
2. Provide this form (with page 1 completed) to two individuals providing a Professional Reference for you.
3. You may provide this form electronically or as a hard-copy. The completed form will be submitted directly to us by the person providing the Professional Reference. Please provide a stamped envelope with this form.

This section to be completed by the applicant.

Name of applicant: ___________________________________________________________________________________________________

Name of Professional Reference: __________________________________________________________________________________________

According to the Family Educational Rights and Privacy Act of 1974, as amended, students are guaranteed access to education records concerning them unless that right is waived. Your signature in the waiver section below is optional; however, you should check with your Professional Reference to ensure that he/she is willing to submit this without the guarantee of confidentially.

Please sign one of the following choices:

☐ I hereby waive any and all rights to inspect and review this Professional Reference, and I give my permission for this document to remain confidential between Western Washington University and the person providing this Professional Reference on my behalf.

Signature of applicant: __________________________________________________________________________ Date: ______________

☐ I do not waive my rights to inspect and review this Professional Reference Form.

Signature of applicant: __________________________________________________________________________ Date: ______________
Professional Reference Form

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Professional References:

1. Please complete pages 2 and 3 of this form.
2. Sign and return the form by email, fax or US Mail:

   **Mailing Address:** Western Washington University
   RN-to-BSN Program
   516 High Street
   MS-9188
   Bellingham, WA 98225-9188

   **Fax:** (360) 650-4535
   **Email:** bsn.applications@wwu.edu

This section to be completed by the Professional Reference.

| Name of applicant: ________________________________ |
| Name and title of Professional Reference: ________________________________ |
| Relationship to applicant (e.g. Professor, Direct Supervisor, Work Colleague) ________________________________ |
| from (date) ________________________________ to (date) ________________________________ |

The applicant is seeking admission to the Western Washington University RN-to-BSN Program. To assess the appropriateness of this choice for the individual, we would appreciate your candid opinion regarding the qualifications listed below. If there is any item for which you have little or no evidence, please indicate this. Thank you.

1. Please indicate your evaluation of the applicant, choosing the appropriate rating. All criteria are very important to the Admissions Committee.

<table>
<thead>
<tr>
<th>Criteria</th>
<th>Outstanding</th>
<th>Above Average</th>
<th>Average</th>
<th>Below Average</th>
<th>No Chance to Observe</th>
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<tbody>
<tr>
<td>Scholarly Skills</td>
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<td>Analytical Skills/Judgment</td>
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<td>Written Communication Skills</td>
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<td>Oral Communication Skills</td>
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<td>Acceptance of Feedback</td>
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<td>Interpersonal Skills</td>
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<td>Clinical Competence</td>
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<td>Integrity</td>
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<td>Commitment to Diversity</td>
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<td>Flexibility</td>
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<td>Ability to work with teams</td>
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</table>
2. Please provide your recommendation for the applicant’s admission to Western’s RN-to-BSN Program.

☐ I think this is an exceptional applicant for admission.
☐ I think this is a strong applicant for admission.
☐ I recommend this applicant for admission.
☐ I recommend the applicant for admission with some reservation.
☐ I do not recommend the applicant for admission.

3. What are the applicant’s strengths as you see them?

4. What are the applicant’s areas for improvement as you see them?

Signature __________________________________________ Date ______________________

Institution _____________________________________________________
Professional Reference Form

Title ____________________________________________________________  Phone ________________________________

Address ____________________________________________________________________________________________________________