Xavier University
College of Social Sciences
School of Nursing

REQUEST FOR REFERENCE

TO BE COMPLETED BY APPLICANT

Check one:

☐ I am a registered nurse applying for the MSN program

☐ I am applying to the MIDAS Program (Master of Science in Nursing: Direct Entry as Second Degree)

Applicant's Name _____
(Last) (First) (Middle) (Maiden Name)

Present Address _____
(Street and Number) (City) (State/Zip Code)

Phone Number _____ E-mail address_____

The Family Educational Rights and Privacy Act of 1974 and its amendments guarantee students access to educational records concerning them. Students are also permitted to waive their right of access to recommendation. The following signed statement indicates the wish of the applicant regarding this recommendation.

☐ I I do waive my right to inspect the contents of this recommendation.

☐ I I do not waive my right to inspect the contents of this recommendation.

_____
Signature of Applicant

TO BE COMPLETED BY PERSON PROVIDING A REFERENCE

The person identified above is making application to be considered for admission to the Master of Science in Nursing program at Xavier University. Please complete the information below and the remainder of the form and sign it. Thank you.

Name _____

Position _____

Place of Employment _____ Business Phone_____

Length of time you have known applicant: From _____ To _____

Capacity in which you have known applicant_____

Please send this reference to: Director of Nursing Student Services
School of Nursing
Xavier University
3800 Victory Parkway
Cincinnati, OH 45207-7351

Email: Gomez@xavier.edu.

CHARACTERISTICS

Denote the number that represents the applicant's demonstration of each characteristic in relation to other students/employees you know.

CHARACTERISTIC	DESCRIPTION	1 - Much better than most	2 - Better than most	3 – About average	4 - Below average	N - Not able to judge
LEADERSHIP ABILITY	Demonstrates an ability to provide leadership.	1	2	3	4	N
PROBLEM SOLVING	Uses a systematic approach to the identification and solution of intellectual problems.	1	2	3	4	N
DECISION MAKING	Considers alternatives and consequences and takes action on decisions.	1	2	3	4	N
COMMUNICATION	Expresses ideas succinctly and logically in writing.	1	2	3	4	N
SENSITIVITY TO OTHERS	Is alert to and considerate of needs of others.	1	2	3	4	N
INTEGRITY	Functions on the bases of moral standards.	1	2	3	4	N
ABILITY TO WORK WITH OTHERS	Works well with others toward constructive ends.	1	2	3	4	N
ABILITY TO WORK UNDER STRESS	Can accomplish goals in situations that are stressful to the individual.	1	2	3	4	N
FLEXIBILITY	Is able to change or modify behavior when appropriate.	1	2	3	4	N
INTELLECTUAL CURIOSITY	Raises meaningful questions and seeks answers.	1	2	3	4	N
TOLERATION OF AMBIGUITY	Can function without a rigidly defined, externally imposed structure.	1	2	3	4	N
REALISTIC SELF-CONCEPT	Sets expectations for self congruent with own capabilities.	1	2	3	4	N
ASSERTIVENESS	Expresses own beliefs and acts on them without hurting others.	1	2	3	4	N
OPEN MINDEDNESS	Gives thoughtful consideration to new and different ideas.	1	2	3	4	N

Please identify applicant's three (3) major strengths and three (3) limitations.

Major Strengths	Major Limitations
1. _____	1. _____
2. _____	2. _____
3. _____	3. _____

If you wish to share more about the applicant's characteristics and potentials, please use additional paper.

_____ Date _____

Signature of Referee

Revised 05/2010