

Recommendation for Applicant to the UCLA Psychology ADP Minor

Hard copy form: For recommender to complete by hand. A digital fill-in version of this form is also available.

Thank you for agreeing to provide a confidential reference for _____, who is applying to the UCLA Minor in Applied Developmental Psychology (ADP). Name of applicant

About ADP: The ADP minor provides undergraduate students with intensive, integrated academic and professional experiences in early childhood, and the opportunity to develop knowledge and skills vital to improving the well-being of children and families. We prepare students for further training in various child-related professions, including research and early care and education. ADP students must make a 3-quarter commitment to intensive core coursework paired with an internship (at least 86 hours per quarter) at one of several UCLA childcare centers, where they observe child development in action and become a vital member of the teaching staff, assisting hands-on in the daily care of young children ages 3 months to 3 years.

Please respond to the questions below (2 pp.; hand-written is fine) and return this form to the student in an envelope with your signature across the seal.

Recommender name and title: _____

Department/institution/organization/company: _____

How long have you known the applicant? _____

Relationship to the candidate: _____

Candidate's peer group to be used as reference point (e.g., other employees, students in similar courses, other volunteers): _____

Please evaluate the Candidate against the criteria provided below, using the Candidate's peer group you specified above as a reference point. Please be as specific as possible in your explanations. **Rankings:**

- ◆ *Truly Exceptional:* Top 1-2%; one of the top few I've encountered in my career
- ◆ *Outstanding:* Top 10%
- ◆ *Above Average:* Top 20%
- ◆ *Average:* Top 50%
- ◆ *Needs Development:* Lower 50%
- ◆ *No Basis For Judgment*

1. Integrity/Professionalism/Maturity: Candidate is always honest and ethical; is open to constructive criticism; assumes responsibility for mistakes; acts in a respectful, mature manner toward supervisors, co-workers, clients and/or fellow students. *Circle one:*

Truly Exceptional	Outstanding	Above Average	Average	Needs Development	No Basis for Judgment
-------------------	-------------	---------------	---------	-------------------	-----------------------

2. Communication/social skills and sensitivity: Candidate is able to listen and respond sensitively to others, including people of different cultural backgrounds, skill levels and ages; is able to communicate effectively in both written and spoken communications. *Circle one:*

Truly Exceptional	Outstanding	Above Average	Average	Needs Development	No Basis for Judgment
-------------------	-------------	---------------	---------	-------------------	-----------------------

3. Organizational Ability/Efficiency: Candidate plans well, meets commitments and deadlines, and works efficiently. *Circle one:*

Truly Exceptional	Outstanding	Above Average	Average	Needs Development	No Basis for Judgment
-------------------	-------------	---------------	---------	-------------------	-----------------------

4. Critical Thinking Candidate displays strong analytical skills, makes accurate linkages between cause and effect, and generates relevant solutions to problems. *Circle one:*

Truly Exceptional	Outstanding	Above Average	Average	Needs Development	No Basis for Judgment
-------------------	-------------	---------------	---------	-------------------	-----------------------

5. Please choose one of the ratings you provided on the previous page, and explain **what led you to give the rating**. We welcome your **specific examples** of the candidate's strengths and weaknesses.

6. In your experience of the candidate, what do you see as his/her greatest area for improvement?

Feel free to address a professional, academic, or interpersonal quality.

7. **Concerns about candidate:** If admitted to ADP, this student would become a vital member of a professional staff at a UCLA childcare center, and would be responsible for the safety, care and education of infants and/or toddlers. Do you have any reservations in recommending him or her?

- No: I have no concerns in recommending this person to care for young children in a professional setting.
- Somewhat: I have some concerns in recommending this person care for young children in a professional setting.
- Yes: I have concerns in recommending this person to care for young children in a professional setting.

If you selected *Somewhat* or *Yes*, please explain below.

8. **Additional comments** Please share anything else you think we should know about this candidate below, on the back of this page and/or on a separate page.

May we contact you to discuss the candidate? ___ No ___ Yes

E-mail: _____ Phone: _____

Your signature below certifies that this assessment is accurate and fair to the best of your knowledge.

Your Signature: _____ Date: _____