



4-year Bachelor of Arts Psychology (Applied Emphasis) Confidential Assessment Form

Name of Applicant

Concordia ID Number

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The above-named applicant is applying for admission to the 4-year Bachelor of Arts in Psychology (Applied Emphasis) program at Concordia University of Edmonton. Although many factors are considered in the admission selection process, Concordia relies on the information provided by those personally familiar with the applicant. We appreciate your frankness in describing the applicant's suitability. The information you provide is confidential and will not be revealed to the applicant.

Please complete and return this form before March 1. Applicants are not considered until their *Confidential Assessment Forms* are received and their application files are complete. **Please type or print legibly in ink.**

1. a) How long have you known the applicant? _____
- b) What is your relationship to the applicant? _____
- ☐ Employer/Supervisor ☐ Community/Church ☐ Other _____

In comparison with other individuals you have known in a similar capacity, how would you rate this applicant in the attributes below? Please check "Insufficient Knowledge" if you are not knowledgeable on any given attribute.

	Outstanding (Top 5%)	Superior (Top 15%)	Good (Top 25%)	Average (Top 50%)	Below Average (Bottom 50%)	Insufficient Knowledge
Reliable	☐	☐	☐	☐	☐	☐
Has an enthusiastic, positive attitude	☐	☐	☐	☐	☐	☐
Handles problems and frustrations with maturity	☐	☐	☐	☐	☐	☐
Has a good work ethic	☐	☐	☐	☐	☐	☐
Avoids taking an attitude of superiority	☐	☐	☐	☐	☐	☐
Relates to others in a cooperative manner	☐	☐	☐	☐	☐	☐
Has good judgement/common sense	☐	☐	☐	☐	☐	☐
Is eager to learn	☐	☐	☐	☐	☐	☐
Personal Integrity/Honesty	☐	☐	☐	☐	☐	☐
Is realistic about limits to his/her knowledge and skills	☐	☐	☐	☐	☐	☐
Maintains poise and control under stress	☐	☐	☐	☐	☐	☐
Responds non-defensively to feedback	☐	☐	☐	☐	☐	☐
Potential as a counsellor	☐	☐	☐	☐	☐	☐
Overall rating	☐	☐	☐	☐	☐	☐

2. We welcome your comments on your ranking of the candidate in question 2. If you have ranked the candidate as “Outstanding” or “Below Average” in any category, please explain. Feel free to share any other general comments regarding this candidate. If necessary, attach one additional sheet.

3. Is the applicant the type of individual you would want to counsel a family member who has an emotional problem?

☐ Yes ☐ No

Please explain:

Notes to the Referee:

After completing the *Confidential Assessment Form*, please **do one of the following**:

1. Email the completed form, as a PDF file, to **admits@concordia.ab.ca** from your professional or institutional email. To ensure confidentiality, do not include the applicant in the correspondence.
2. Place it in an envelope, **seal the envelope and sign across the sealed flap**. You can now give the form to the applicant or designate to deliver by hand. The Admissions Office cannot accept hand-delivered references that are not sealed in this manner.
3. Place it in an envelope, **seal the envelope and sign across the sealed flap**. Mail directly to the address listed below.

Return before March 1 to:

Admissions Office

Concordia University of Edmonton

7128 Ada Boulevard

Edmonton AB Canada T5B 4E4

Phone: 780-479-9220

Toll-free: 1-866-479-5200

Signature: _____

Date: _____

Name: _____

Title: _____

Institution/Company: _____

Address: _____

Phone: _____