



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

Name of Applicant

Concordia ID Number

--	--	--	--	--	--

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 (in years/months)? _____
b) What is your relationship to the applicant?
☐ Employer/Supervisor ☐ Community ☐ Other _____
2. What types of work did you supervise with the applicant (e.g., customer service, conflict resolution, leadership, etc.)?

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

Outstanding Excellent Good Average Poor N/A

Attitude

Communication Skills

Conflict Management

Interpersonal Skills

Open-Mindedness

Organization

Reliability

Response to Feedback

Self-Awareness

Situational Judgement

Time Management

Work Ethic

4. We welcome your comments with regard to your ranking of the applicant, as well as any other general comments you have about the applicant. You may include your comments here or attach a reference letter to this form.

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:

Concordia University of Edmonton

Attention: Office of Admissions

7128 Ada Boulevard

Edmonton, Alberta T5B 4E4

Canada

Phone: 780-479-9220

Toll-free: 1-866-479-5200

Signature: _____

Date: _____

Name: _____

Title: _____

Institution/Company: _____

Address: _____

Phone: _____