

## **Sample Employer/Supervisor Letter**

Date

Dear Employer:

In order to better serve the practice community, we are asking for a few minutes of your time to reflect upon your perception of one of our graduate's preparation for social work practice.

These questionnaires have been mailed to both BSW alumni/ae and BSW/MSW alumni/ae who graduated from their BSW Program two years ago, along with a survey for their own feedback. By asking for your participation, they are granting permission for your responses. Please note that there is no identifying information and that all data will remain anonymous and be reported in cumulative form only. A stamped, addressed return envelope has been included for your convenience.

We have already revised and will continue to revise our curriculum based upon the feedback of both students and employers. It is important to the mission of the department to remain responsive to the evolving needs of the social work practice community. Thank you very much for your time and assistance. Please feel free to call if you have any questions or comments.

Sincerely,

9/21/08