

## Sample Alumni/ae Letter

Date

Dear Social Work Graduate:

As this year's graduation approaches, it reminds us of you who have already achieved this milestone. It has been approximately two years since you graduated from \_\_\_\_\_ with a degree in social work. Now that you have had time to use your skills in the professional world, we are anxious to receive your feedback on the social work program **regardless** of your present field of employment. Some of your peers report using social work skills in a wide variety of settings other than social work.

The \_\_\_\_\_ Department of Social Work has developed a program monitoring system using the set of BEAP instruments which offers continual feedback on several program components. This system, of course, is **extremely** dependent upon graduate input. As you may recall from your research courses, a high response rate to this survey will insure a more reliable and valid program analysis.

We hope you will take approximately 10-15 minutes to complete this post-graduate questionnaire and return it in the enclosed envelope. We have also enclosed a brief questionnaire for your employer to complete if you and s/he are willing to do so. Please note that the latter form does not ask for your name, only for the standard ID coding that was asked during previous BEAP surveys you may have completed during your BSW Program. This employer/supervisor form serves primarily to answer overall programmatic themes such as practice settings and practice models; plus how well we may have covered the necessary generalist base for you.

Thank you so much for your participation! All responses will remain confidential and will be reported back to the department by the BEAP project in cumulative form only. Major curriculum changes have been made in the past, primarily due to student and alumni input. Do not hesitate to call if you have any questions or comments about this process.

Best wishes from the \_\_\_\_\_ Department of Social Work!

9/21/08