

Reference Page

Information For University Career Center
(This page will **not** be included in credentials mailed out)

NAME: _____

E-mail address: _____

New References to be included in the credential.

List below the persons who are to be included as writers of reference letters.

<u>Name</u>	<u>Address</u>	<u>Position or Profession</u>
1.		
2.		
3.		
4.		
5.		
6.		
7.		
8.		
9.		
10.		

For Candidates registered **previously**. (List previous references to be **retained**)

<u>Name</u>	
1.	6.
2.	7.
3.	8.
4.	9.
5.	10.

Please read and sign the statements on the back of this page.

AGREEMENT:

I will keep University Career Center informed at all times. I will notify University Career Center upon accepting a position. Changes in address and e-mail address will be reported immediately. I understand that, since I am voluntarily filing these credentials, all materials in this file, including references, are property of the University of Kansas and are to be made available to prospective employers. I am responsible for all fees incurred regarding the credential services.

I hereby authorize University Career Center at the University of Kansas to release my credential file containing references and educational and personal information to potential employers only at my request. I understand that a copy of my transcript may be a part of my credential file.

Signature _____ Date _____