



**Instructions/Forms**

**Reference Consent Form**

I, \_\_\_\_\_ request that \_\_\_\_\_ write a letter of reference or respond to a reference check on my behalf.

I understand that in order to write the letter of reference, \_\_\_\_\_ will need to comment on grades and personal characteristics relating to my academic performance and /or employment history.

I agree to this disclosure of my personal information:

Only to the following schools or potential employers

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

To all requests for references

This consent will be effective for one year past the signature date.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

(If this form is not signed, a reference will not be provided.)

This information is collected under the authority of the Freedom of Information and Protection of Privacy Act. It is required to respond to the request. If you have any questions about the collection or use of this information, contact the referee.