



Professional Reference Form

To be completed by a professional reference for the candidate named below.

◆ CANDIDATE

CANDIDATE NAME

POSITION CONSIDERED FOR

◆ REFERENCE

YOUR NAME

TITLE

ORGANIZATION

RELATIONSHIP TO CANDIDATE

PHONE

EMAIL

YEARS KNOWN

◆ EVALUATION

Please rate the candidate on each area.

	EXCELLENT	GOOD	FAIR	POOR	N/A
Reliability & attendance	☐	☐	☐	☐	☐
Classroom / student management	☐	☐	☐	☐	☐
Communication & collaboration	☐	☐	☐	☐	☐
Professionalism & ethics	☐	☐	☐	☐	☐
Subject-matter knowledge	☐	☐	☐	☐	☐
Rapport with students & families	☐	☐	☐	☐	☐

◆ COMMENTS

GREATEST STRENGTHS

AREAS FOR GROWTH

WOULD YOU RECOMMEND THIS CANDIDATE TO WORK WITH STUDENTS? ☐ Strongly ☐ Yes ☐ With reservations ☐ No

WOULD YOU REHIRE / WORK WITH THEM AGAIN? ☐ Yes ☐ No ☐ N/A

◆ SIGNATURE

REFERENCE SIGNATURE

DATE