

<<Program name/program year>>

Reference Information

This information will be used to generate letters of recommendation for college admissions departments and employers, and to respond to requests for job references. Please complete this form and return it by e-mail.

This is an opportunity to make note of your strengths and abilities without reservation! Your info will be confidential and only used as indicated above when you contact us and make a request.

IMPORTANT! Be sure to contact us before listing our names as references in the future so that we can be prepared to respond to calls or other communication.

Name:	
Dates of VISTA Service:	
VISTA Supervisor/ Contact Info:	
VISTA Assignment:	
Primary Duties:	
Highlights and Accomplishments:	
Professional Skills Developed or Enhanced:	
Challenges Faced or Barriers Overcome:	

Any additional information (interpersonal skills, special aptitudes, connection of this position to future educational/career plans, etc.):

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