

Will Succeed

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References

Name, Credentials (PhD, CPA, RN, etc.) Title
Organization
Organization's Address
City, State, Zip
Work Phone
Work Email
Relationship: (supervisor, professor, etc.)

WHO CAN BE A REFERENCE?

Past or present supervisors,
professors, internship or
volunteer site supervisors

Name, Credentials (PhD, CPA, RN, etc.) Title
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Work Phone
Work Email
Relationship: (supervisor, professor, etc)

NUMBER OF REFERENCES:

List 3-5 professional references
unless otherwise specified

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Relationship: (supervisor, professor, etc)

PERMISSION:

Always ask permission to have
someone listed as a reference

Name, Credentials (PhD, CPA, RN, etc.) Title
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Work Phone
Work Email
Relationship: (supervisor, professor, etc)

UPDATE YOUR REFERENCES:

Be sure to notify each reference
prior to applying/when you get
an interview

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