

Shawnee State University Teacher Education Student Reference Form for Field Placement

Name of Program Shawnee State Teacher Education	Name of Student	Location of Placements
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Applicants for employment in a day care center or type A family day care home must provide their employer with three references, which attest to the applicant's suitability for employment in a center or type A home. These references must be on file by no later than thirty days after the applicant begins work (Rule 5101:2-12-08 and Rule 5101:2-13-08 of the Ohio Administrative Code.) The person applying for the position above has given us your name as a reference on their application for employment with our facility. Please complete and return this form to me at my address listed below as soon as possible. All information received will be kept confidential.

Thank you for your assistance

Department Chair/Dean's Signature _____



Paul M. Madden

Name of School Shawnee State University

Phone Number 355-3451

Street Address 940 Second Street City Portsmouth State OH Zip 45662

To be completed by Person Giving Reference

1. How long have you known the applicant? _____
2. What is the nature of your association with the applicant (friend, employee, neighbor, etc.)? _____
3. In your opinion, is this person suitable for work in a child day care facility? _____
4. To the best of your knowledge, has the applicant ever been dismissed or asked to resign from a position because of inability to carry out work responsibilities in a child day care center? _____
5. To the best of your knowledge, has this person ever been convicted of or pleaded guilty to child abuse or any violent crimes or had a child removed from their home pursuant to Section 2151.353 of the Ohio Revised Code? Yes No

Additional Comments: _____

Signature _____ Date _____