Career and Technology Education
Work-Based Certification

Industry Work Reference Form

Submit forms to: My SC Educator Portal

Applicant Information (To Be Completed by the Applicant)

After completing a CTE application, please have two separate references completed by former employers, individuals who can verify your industry work, or fellow employees that can attest to your technical abilities, job performance, and character traits.

Applicant's Full/Legal Name: _____

Address: _____ Phone: _____

Signature: _____ Last 4 Digits of SSN: _____ Date: _____

Reference (To Be Completed by Applicant's Technical Reference)

The applicant is currently seeking to enroll in the South Carolina Department of Education's Career and Technology Education Work-Based Certification program and must have provide two letters of technical recommendation from former employers, individuals who can verify their work, or fellow employees.

Please provide your impressions of the applicant's technical abilities, job performance, and character traits such as initiative, adaptability, dependability, and judgement.

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Please provide the following information:

Name: _____ Signature: _____ Date: _____

Relationship to Applicant: _____

Address: _____

Phone: _____ Email: _____