



**Department of Human Resources**

4924 Church Street, Moss Point, MS 39563

(P) (228)475-7770 (F) (228)474-4964

<http://www.mosspointschools.org>

EDUCATION: MOSS POINT'S ROADMAP TO SUCCESS

**CONFIDENTIAL REFERENCE FORM**

**Applicant Name:** \_\_\_\_\_

**Date:** \_\_\_\_\_

**Applicant to Complete:**

TO: \_\_\_\_\_

ADDRESS: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

I have applied for a position with the Moss Point School District and I have listed your name as a reference. I would appreciate your assistance in completing the bottom section of this form and mailing it *directly* to the Moss Point School District. I understand and agree that all information herein will be kept confidential and will not be available to anyone other than authorized personnel employed by the Moss Point School District. I hereby release, acquit and agree to hold harmless from any and all liability the Moss Point School District, all former employers, and all other persons in connection with providing and/or receiving information relative to this application for employment.

\_\_\_\_\_  
 Applicant Signature

\_\_\_\_\_  
 Position(s) for which I am applying (List grade(s) or subject area)

**Reference to Complete:**

**\*\*Note: Mail the reference form directly to:**  
 Moss Point School District  
 Department of Human Resources  
 4924 Church Street  
 Moss Point, MS 39563

Please indicate by a check mark in the appropriate column the rating which best describes the applicant's qualifications.

PERSONAL AND PROFESSIONAL QUALIFICATION	SUPERIOR	ABOVE AVERAGE	AVERAGE	BELOW AVERAGE	UNKNOWN
Appearance					
Personality					
Responsibility and Dependability					
Cooperation & Loyalty					
Skill in Teaching					
Interest in Children & Teaching					
Professional Growth & Improvement					
Accepts Change					
Probable Success as a Teacher					

I have known this applicant in the following capacity:

Reference's position: \_\_\_\_\_ Applicant's Position: \_\_\_\_\_

This evaluation includes the approximate period from \_\_\_\_\_ to \_\_\_\_\_

Would you offer this applicant employment or re-employment? \_\_\_\_\_

Additional Comments: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Print Reference Name: \_\_\_\_\_ Current Employer: \_\_\_\_\_

Reference Signature: \_\_\_\_\_ Current Title: \_\_\_\_\_ Date: \_\_\_\_\_



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