Select individuals who can attest to your work ethic, academic performance, skills and abilities. Unless you have worked for them as an employee, do not ask friends or family members to be references for you. Always ask individuals to serve as references prior to listing on your reference page.

Include the following information for each of your references:

- Name
- Title
- Organization/Company
- Mailing Address
- Phone Number
- E-mail (optional)

Tips for identifying references for employment or graduate school can be found on our website at www.uwgb.edu/careers.

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