

Reference Release Form for KU Employees

I hereby give permission to the University of Kansas to provide work related reference information to prospective **off-campus** employers. The person(s) providing the reference should confirm with the prospective employer that he/she has obtained my permission to check references.

Name (Print): _____

Signature: _____

Date: _____

Additional Information:

- http://www.hreo.ku.edu/policies_procedures/termination/uss_layoff
- http://www.hreo.ku.edu/policies_procedures/termination/ups_non_reappointment

Original to department file
Copy to HR/EO