



CAREER SERVICES

SAMPLE REFERENCE SHEET

*THIS WILL BE ON THE SAME TYPE OF PAPER AS YOUR RESUME
SET THIS UP THE SAME WAY YOU SET UP THE HEADING ON YOUR RESUME:*

Decker Hall 202
218.755.2038
career@bemidjistate.edu

Liliana Grace

405 Lakeview Drive
Bemidji, MN 56601

(218) 755-2038
lgrace@live.bemidjistate.edu

REFERENCES

Name
Title
Company
Address
City, State, Zip Code
Work Phone Number
Home Phone Number
E-mail

Name
Title
Company
Address
City, State, Zip Code
Work Phone Number
Home Phone Number
E-mail

Name
Title
Company
Address
City, State, Zip Code
Work Phone Number
Home Phone Number
E-mail

****Be sure to use professional references, such as faculty and employers.****
**** A total of three to five is optimal and always ask permission before listing.****