



As an applicant for employment at K2, it is your responsibility to supply three or more written character references which must be on file before the hiring process can be completed.

Seek your references from the following:

- Former/ Current Supervisors
- Teachers/ School Administrators/Coaches
- Clergy
- Community/Business Leaders
- People for whom you baby-sit
- Friends, family\*
- Other

Please deliver references to K2 by one of the following methods:

1. Submit the "Online Reference Form" by clicking the on the "ONLINE REFERENCE LINK" (on our website)
2. U.S. Mail to: K2 Academy 15255 North Eldridge Pkwy Cypress, Tx 77429
3. E-mail: [jpaylor@k2academy.com](mailto:jpaylor@k2academy.com) with applicant's name in subject line
4. Hand delivery to K2 in a sealed envelope with applicant name over envelope flap.

\* less objective references such as friends or family are considered but may not hold as much weight as more objective sources such as supervisors or teachers.



This letter is in reference to \_\_\_\_\_, who recently applied for employment at K2.

K2 employees work with and around children often in an unsupervised environment. Therefore, in order to be considered for employment at K2 Academy/K2 Campus, all applicants are required to supply three written character references to help our Company accurately assess each applicant's suitability for employment. You are requested to please complete and return this form to address listed below. Time is of the essence. Confidentiality assured.

Thank you for your thoughtful assistance,

**K2 ACADEMY OF KIDS SPORTS**  
 15255 North Eldridge Pkwy  
 Cypress, Tx 77429

Describe your association/relationship with the applicant? (friend, coworker, relative, etc.)	How long have you known the applicant?
Do you have any reason to suspect that the applicant is not suited to work with or around children of any age in an unsupervised environment? YES <input type="checkbox"/> NO <input type="checkbox"/> If yes, please explain:	
To the best of your knowledge, has this person ever been convicted of or pleaded guilty to child abuse or any violent crimes or had a child removed from their home pursuant to Texas statutes? YES <input type="checkbox"/> NO <input type="checkbox"/>	
To the best of your knowledge, has the applicant ever been dismissed or been asked to resign from a position because of failure to carry out responsibilities? YES <input type="checkbox"/> NO <input type="checkbox"/>	
Please summarize your opinion of this applicant's character in particular their suitability to work with or around children. Continue on reverse side if necessary. Confidentiality assured:	
<b>Please Answer the Following Questions by Ranking the Individual on a scale of 1 – 5.</b>	
<b>1 = Poor                                  3 = Average                                  5 = Excellent</b>	
How would you rank this person in timeliness?	
How would you rank this person in displaying leadership?	
How would you rank this person in seeking out new responsibility?	
How would you rank this person's overall attitude and demeanor?	
How would you rank this person's overall performance?	
Is the person's dress appropriate for the occasion?	

Signature:	Date:
Printed Name:	Phone:
Address:	Email:



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