



WINDHAM SCHOOL DISTRICT

Schools in the Texas Department of Criminal Justice

TEACHER APPLICANT REFERRAL

Applicant Information

Name: _____ Applicant's Month/Date of Birth: _____
(Last, First, MI) (mm/dd)

The below named employee of the Windham School District referred me for a classroom teaching position.

Today's Date

Applicant's Signature

Referring Employee Information

Payroll Name: _____ Employee's Month/Date of Birth _____
(Last, First, MI) (mm/dd)

Job Title: _____ Unit or Department: _____

Home Mailing Address: _____

City, State, Zip: _____

I have referred the above named applicant for a classroom teaching position with the Windham School District

Today's Date

Employee's Signature

IMPORTANT INSTRUCTIONS: Both the applicant and employee shall complete and sign the appropriate section of the form. The completed form shall be included in the State of Texas Application for Employment when it is submitted for teaching position. It cannot be submitted separately or added to the application at a later date.

NOTE TO APPLICANTS AND EMPLOYEES: With few exceptions, you are entitled upon request: (1) to be informed about the information the WSD collects about you; and (2) under Texas Government Code §§ 552.021 and 552.023, to receive and review the collected information. Under Texas Government Code § 559.004, you are also entitled to request, in accordance with WSD's procedures, that incorrect information that the WSD has collected about you be corrected.