

TO BE COMPLETED BY CANDIDATE'S REFERENCE

**CANDIDATE REFERENCE FORM
CERTIFIED INSTRUCTIONAL LEADER (CIL)**

Letters of Reference

Name of Candidate: _____

Each Certified Instructional Leader (CIL) Candidate is asked to secure three letters of reference: one must be from an immediate supervisor, one letter from another administrator, and one letter from an employee (teacher, etc.). Each letter of reference should include a copy of this form.

To the Candidate's Reference:

The Certified Instructional Leader (CIL) selection committee appreciates your help in assessing this potential CIL candidate's skills, knowledge, and potential in the area of school leadership. Please base your comments on the Candidate's professional performance. Limit your comments to one 8 ½ x 11" page, using at least 12 pt. type. Your letter of reference may be mailed directly to the Council for Leaders in Alabama Schools (CLAS) office, ATTN: CIL, P.O. Box 428, Montgomery, AL 36101-0428, scanned and sent electronically to pd@clasleaders.org.

This letter of reference is from (please check one):

_____ candidate's supervisor _____ fellow administrator

_____ employee

Please print or type.

Printed Name of Reference

Title

Address

City

State

Zip

Phone (including area code)

Fax (including area code)

E-Mail Address

Signature of Reference

Date