

VCU ACE-IT in College: Educational/ Employment Reference Form

_____ has applied for admission to ACE-IT in College at Virginia Commonwealth University. ACE-IT is an inclusive college certificate program. Students participate in academic and employment experiences that support their career goals.

Please answer the following questions to the best of your ability and return the form to aceit@vcu.edu no later than 5:00 PM on February 13, 2026.

Name: _____ Relationship to applicant: _____

Address: _____

Email: _____ Phone: _____

How long have you known the applicant and in what capacity?

How do you feel the applicant would benefit from VCU ACE-IT in College?

Describe the strengths that the applicant has that will make them a strong candidate for the VCU ACE-IT in College certificate program. Think in terms of character traits such as honest, considerate, and dependable as well as personal skills such as communication, ability to work as a team, and initiative.

In your opinion, what kinds of supports would be most helpful for this applicant to succeed in the certificate program?