



REFERRING EXCEPTIONAL APPLICANTS PROGRAM (REAP)

Please complete Part I and 2 of this form. Attach Resume and Cover Letter of referred candidate and submit to: SAIT, Human Resources, Room N1004, Senator Burns Building or 1301 – 16th Avenue NW, Calgary, AB T2M 0L4 prior to the closing date on the competition. Please email to francine.bettencourt@sait.ca or fax to 284-7223.

PART I To be completed by REFERRING EMPLOYEE – ALUMNI – RETIREE (please type/print)			
Name	Department/Program	Employee Number	Business Title
Current Mailing Address + Phone #	Current Email Address	Current Employee / Alumni / Retiree Current Employee <input type="checkbox"/> Alumni <input type="checkbox"/> Retiree <input type="checkbox"/>	Alumni - Year of Graduation

PART II Information on Recommended Applicant			
Name of Recommended Applicant	Recommended Position	Competition Number	Closing Date:
Your Personal Assessment on why the recommended candidate will be successful at SAIT (please use attachment if necessary)			
Date		Signature of Referring Employee/Retiree/Alumni	

PART III To be completed by HUMAN RESOURCES		
Name of HR Recruiter	Recommended Candidate <input type="checkbox"/> Unsuccessful <input type="checkbox"/> Successful	Start Date (YYYY / MM / DD)
Signatures required only if recommended candidate is successful		
Human Resources		

SAIT reserves the right to amend or discontinue this program at its discretion.
Rvd: June 2006

O/Common/Forms/Referring Exceptional Applicants Program/Dec 6/04