

**Childcare Reference**

To the reference: \_\_\_\_\_ (Au Pair name) is applying to HHS Center to be an Au Pair in China. Please answer the following as honestly and completely as possible. The answers will be used to assist us in placing the applicant with a family. If you do not feel comfortable writing in English, please fill out the reference in your native language. You will be contacted by the local office to confirm this reference.

1. How did you get to know the applicant (employer, neighbor, teacher etc.)? \_\_\_\_\_
2. For how long have you known the applicant? \_\_\_\_\_
3. Please write down the sex and age of the children the applicant cared for (If in a group setting, please write the number of children and the age range)

Approximate Dates of Care (From dd/mm/yy to dd/mm/yy)	Age/Sex(M/F) of Children when started	Type of Childcare Experience (Babysitting/Daycare/Youth Group/Au Pair/Tutoring/Other)

4. What kind of activities does the applicant usually do with your children?  
\_\_\_\_\_
5. Would you recommend this applicant as an Au Pair in China? Why?  
\_\_\_\_\_  
\_\_\_\_\_
6. Please feel free to add any additional comment  
\_\_\_\_\_  
\_\_\_\_\_

Print Reference name: \_\_\_\_\_ Telephone (including country code): \_\_\_\_\_

Email address: \_\_\_\_\_ Mailing address: \_\_\_\_\_

Do you speak English? Y N    May host families contact you? Y N    Best time to reach you: \_\_\_\_\_

Reference signature: \_\_\_\_\_ Date: \_\_\_\_\_

**For office use only**

My signature confirms that I have spoken with the reference listed above, verified this information including the accuracy of the translation, if any.

Name (print and sign) \_\_\_\_\_ Date \_\_\_\_\_

### Character Reference

To the reference: \_\_\_\_\_ (Au Pair name) is applying to HHS Center to be an Au Pair in China. Please answer the following as honestly and completely as possible. The answers will be used to assist us in placing the applicant with a family. If you don't feel comfortable writing in English, please fill out the reference in your native language. You will be contacted by the local office to confirm this reference.

1. How did you get to know the applicant (employer, neighbor, teacher etc.) \_\_\_\_\_
2. For how long have you known the applicant? \_\_\_\_\_
3. Please describe the applicant's personality:  
\_\_\_\_\_  
\_\_\_\_\_

Please list the applicant's strength and weakness:  
\_\_\_\_\_  
\_\_\_\_\_

4. Please rate the applicant's ability in the following areas:

Communication skills	<input type="checkbox"/> Excellent	<input type="checkbox"/> Good	<input type="checkbox"/> Fair	<input type="checkbox"/> Poor
Reliability	<input type="checkbox"/> Excellent	<input type="checkbox"/> Good	<input type="checkbox"/> Fair	<input type="checkbox"/> Poor
Maturity	<input type="checkbox"/> Excellent	<input type="checkbox"/> Good	<input type="checkbox"/> Fair	<input type="checkbox"/> Poor
Friendliness	<input type="checkbox"/> Excellent	<input type="checkbox"/> Good	<input type="checkbox"/> Fair	<input type="checkbox"/> Poor
Manners	<input type="checkbox"/> Excellent	<input type="checkbox"/> Good	<input type="checkbox"/> Fair	<input type="checkbox"/> Poor
Attitude	<input type="checkbox"/> Excellent	<input type="checkbox"/> Good	<input type="checkbox"/> Fair	<input type="checkbox"/> Poor
Ability to handle stress	<input type="checkbox"/> Excellent	<input type="checkbox"/> Good	<input type="checkbox"/> Fair	<input type="checkbox"/> Poor
Ability to handle emergencies	<input type="checkbox"/> Excellent	<input type="checkbox"/> Good	<input type="checkbox"/> Fair	<input type="checkbox"/> Poor
Ability to work well with others	<input type="checkbox"/> Excellent	<input type="checkbox"/> Good	<input type="checkbox"/> Fair	<input type="checkbox"/> Poor
Ability to relate to children	<input type="checkbox"/> Excellent	<input type="checkbox"/> Good	<input type="checkbox"/> Fair	<input type="checkbox"/> Poor

5. Please feel free to add any additional comment:  
\_\_\_\_\_  
\_\_\_\_\_

Print Reference name: \_\_\_\_\_ Telephone (including country code): \_\_\_\_\_

Email address: \_\_\_\_\_ Mailing address: \_\_\_\_\_

Do you speak English?  Y  N May host families contact you?  Y  N Best time to reach you: \_\_\_\_\_

Reference signature: \_\_\_\_\_ Date: \_\_\_\_\_

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Name (print and sign) \_\_\_\_\_ Date \_\_\_\_\_