

Victoria College – Workforce Solutions Golden Crescent Referral Form



Form Instructions: This form is to be completed by a staff member at Victoria College or Workforce Solutions Golden Crescent to connect students/clients with the appropriate resources. **The form is to be printed and provided to the student/client, who will bring the form to the receiving agency.**

VC Faculty & Staff: Please scan the form and send it to Admissions & Records prior to sending with the student or after receiving the form.

Client full name: _____

Client contact information: _____

Please, write your reason for referral (for example, unofficial transcript, resume assistance, GED classes, WorkInTexas assistance, WIOA, etc.):

If referring to a specific person, please write the name of the person the client/student is referred to speak with:

Name of referrer: _____ Title of referrer: _____

Referrer contact information: _____ Date: _____

Workforce Solutions is an EO Employer/Program. Persons with disabilities who plan to attend and are in need of auxiliary aids or service should contact Workforce Solutions at least two days prior to this meeting. Telephone Number – (361) 578-0341 -Relay Texas: 1-800-735-2989 (TDD) or 711 (Voice)