



Employee Recruitment Reward Program

(form to be completed by the **New Hire**, submit to campus administrator)

- \$250 to a current Ascent employee when they refer someone who is hired as a Teacher's Aide (New Hire must remain with Ascent for at least 4 months)
- \$500 to a current Ascent employee when they refer someone who is hired as a Teacher (New Hire must remain with Ascent for at least one school year)

Today's date: _____

Name of employee submitting form: _____

Name of current Ascent employee who referred you to the job opening:

How you know the current Ascent employee: _____

Signature of New Hire employee submitting the form: _____

Signature of current Ascent employee who made the referral:

Signature of campus administrator: _____

(campus administrator: attach this completed form to a Green Sheet when submitting to payroll – payout is after the timeframes listed above)