

# WORK/VOLUNTEER HOURS VERIFICATION

A requirement of the course is to have worked and/or volunteered in the community for a minimum of 30 hours. Hours can be counted starting as early as the summer following their Grade 10 year. Hours for being student aide, or anything else you receive direct school credit for, are not eligible as part of your 30 hours.

Most students who have a part-time job can simply show a recent paystub to prove their 30 hours. If you are volunteering, or did not receive any pay stubs, this form can be used to verify your total time contribution.

**Student Name:** \_\_\_\_\_

## Employer / Volunteer Supervisor

Company / Organization: \_\_\_\_\_

Contact Person: \_\_\_\_\_

Company Address: \_\_\_\_\_

Phone Number: \_\_\_\_\_ Email: \_\_\_\_\_

## Placement Details

Dates – From: \_\_\_\_\_ To: \_\_\_\_\_

Position: \_\_\_\_\_

Responsibilities: \_\_\_\_\_

Total Hours: \_\_\_\_\_

(use multiple forms if combining hours from various locations)

## Signatures

I verify that the information recorded on this form is correct.

**Student:** \_\_\_\_\_

**Parent/Guardian:** \_\_\_\_\_

**Supervisor** \_\_\_\_\_