

NACCAS Sample Employment Verification Phone Log

Graduate Name (include nicknames, etc.): _____

Employer Name: _____

Employer Address: _____

Employer Phone #: _____

Dates of Employment: _____

Graduate's Position Title: _____

Contact Manager: _____

Date of Verification: _____

Information Verified by (name of school official): _____

School Official Signature: _____

Self-Employment Certification

I, _____ certify that I am currently self employed as a _____, and have been since _____. I may be contacted at the following phone number: _____.

The name of my business is: _____

I certify that my _____ (driver's license, state ID card, etc.) was present at the time of signing this document.

Student Signature

Date

School Official's Signature

Date

NACCAS Sample Employment Follow-Up Survey:
(To be completed by the employer)

Graduate Name (include nicknames, etc.): _____

Employer Name: _____

Employer Address: _____

Employer Phone #: _____

Dates of Employment: _____

Graduate's Position Title: _____

Contact Manager: _____

Date Survey Completed: _____

Staff Member Completing Survey (Printed Name): _____

Staff Member Completing Survey (Signature): _____