



☪ Verify Eligibility Only

Human Resource Services

Request to Process or Eligibility

- | |
|--|
| Request to Process: |
| ☪ Long-Term Emergency
"Teacher of Record" |
| ☪ Board Resolution |
| ☪ Waiver |

TO: Credential Technician

FROM: Human Resource Director _____

DATE:

SSN: _____

START DATE: _____

SITE: _____

POSITION/FTE: _____

GRADE/SUBJECT: _____

NV/POS #: _____

FFD: _____

HOME PHONE: _____

(For Credential Technician Only)

REQUIREMENT(S): _____

STATUS:

☪ **VERIFICATION COMPLETED - PROCEED WITH OFFER OF EMPLOYMENT**

NTIAL: _____ VALID APPROX. _____ T