

CALVERT COUNTY PUBLIC SCHOOLS
1305 Dares Beach Road
Prince Frederick, Maryland 20678

**Verification of Parent/Guardian Full-Time Employment or Full-Time Student Status
To Accompany Student Transfer Request Form**

As stated in the policy and procedures for student transfers of Calvert County Public Schools, parents/guardians are required to provide proof of full-time employment or full-time student status in order to qualify under the child care provision. Please provide the following information and signatures to complete your child's student transfer request.

Student Name _____ Date of Birth _____

Requested School _____

Child lives with: (Please circle one) both parents mother father other _____

Male Parent or Guardian

Name: _____

Full-time employee _____

Full-time student (12 credits or more) _____

Full-time student does not include online or evening courses.

If you are a full-time employee, please complete the following section:

Name of Employer _____

Address of Employer _____

Phone # of Employer _____ ext. _____

Name of Supervisor _____

Signature of Supervisor _____

Date _____

(If self-employed please attach Schedule C or K tax forms)

Female Parent or Guardian

Name: _____

Full-time employee _____

Full-time student (12 credits or more) _____

Full-time student does not include online or evening courses.

If you are a full-time employee, please complete the following section:

Name of Employer _____

Address of Employer _____

Phone # of Employer _____ ext. _____

Name of Supervisor _____

Signature of Supervisor _____

Date _____

(If self-employed please attach Schedule C or K tax forms)

If you are a full-time day student, please complete the following section:

Name of School _____

Name of Academic Advisor _____

Signature of Advisor _____

Date _____

(Please provide course schedule and paid tuition receipt.)

If you are a full-time day student, please complete the following section:

Name of School _____

Name of Academic Advisor _____

Signature of Advisor _____

Date _____

(Please provide course schedule and paid tuition receipt.)

Please return this Verification Form to the Department of Student Services at the above address.