



Human Resource Services

Verification Statement

Seniority Date, Credential, Address, and Phone Number

Employees on a Leave of Absence

Please verify the information shown on Employee Information Report 298e regarding your seniority date, credential, address, and phone number, and make any corrections as needed. Attach a copy of your credential(s) to Employee Information Report 298e and this form to correct or update our records.

If you feel that you may be NCLB Compliant outside of your teaching assignment, it is your responsibility to provide supporting documentation to your Human Resource Services Analyst for review no later than December 21, 2012.

Please return the Employee Information Report 298e and this completed form no later than December 21, 2012:

Sacramento City Unified School District
Human Resource Services
Attention: Human Resource Services Analyst
5735 47th Avenue
Sacramento, CA 95824

I certify the information shown on Employee Information Report 298e is true and correct.

Signature

Date

Print Name