

VERIFICATION OF OCCUPATIONAL EXPERIENCE

Letters of Professional/Occupational Experience (Faculty):

Former or Present Employer

Letter of Professional/Occupational Experience means written confirmation of experience, signed by your past or present employer(s) on company letterhead that attest the dates of employment, description of duties, and whether or not the employment was full-time. (If employment was less than full-time, include an accounting of the number of hours you were employed.)

Self-Employed

If you were self-employed, include a statement, signed under penalty of perjury, detailing dates of employment, description of duties, and whether or not the employment was full-time. (If employment was less than full-time, include an accounting of the number of hours you were employed.) Further substantiation is required in writing by other person(s) having first-hand knowledge of your self-employment, such as your accountant, or major user of services.