



Career Readiness Requirement

Verification Form: **PAID INTERNSHIP**

PRODUCTION COMPANY VERIFICATION

Date _____ Queue # _____

Project Title _____

Primary Contact Name _____

Email Address _____

Office Phone _____ Cell Phone _____

PRODUCTION COMPANY VERIFICATION

Start Date _____ End Date _____

Department _____ Total # of Hours _____

Internship Duties Description: _____

Reviewed timecards and payroll records. Verified intern is at least 18 years of age.

Submitted images of intern at work. Yes No

Verified intern is from CA High School, Community College, or approved career-based learning program.

Signature _____ Date _____

CAREER READINESS ORGANIZATION & INTERNSHIP ACKNOWLEDGEMENT

School OR Career Based Learning Program _____

Program Type / Degrees Offered Associate Certificate H.S. Diploma Other _____ N/A

INTERN INFORMATION & ACKNOWLEDGEMENT

Name _____ Email _____

Area of Interest _____ Cell Phone _____

Reviewed stated hours worked. Survey completed. Video testimonial submitted. Yes No

Signature _____ Date _____