

**HARVARD LAW SCHOOL**  
**Volunteer Verification Form**  
**For Unpaid Summer Employment**  
**2017 - 2018**

Harvard Law School - Student Financial Services  
Wasserstein Hall Suite 5027  
1585 Massachusetts Avenue - Cambridge, MA 02138  
P: (617) 495-4606 - F: (617) 496-5453

Secure Upload Form: <https://hls.harvard.edu/dept/sfs/financial-aid/aid-forms/aid-secure-upload-form>

---

---

**Section A: To Be Completed by Harvard Law School Student**

HLS Student Name: \_\_\_\_\_

HLS Student ID: \_\_\_\_\_

HLS Student Email: \_\_\_\_\_

---

---

**Section B: To Be Completed by Verifying Employer/Supervisor**

Employer Name: \_\_\_\_\_

Employer Address: \_\_\_\_\_

Employment Start Date: \_\_\_\_\_ Employment End Date: \_\_\_\_\_

Was this a full-time position (35 hrs/wk or more) for at least 8 weeks? ☐ YES ☐ NO

If NO, specify number of hours worked per week: \_\_\_\_\_

Was this a completely unpaid volunteer position? ☐ YES ☐ NO

If the student received any other form of compensation, please provide details and amounts for each below (ex: rent, utilities, airfare, bonus, scholarship, etc):

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Employer/Supervisor's Title: \_\_\_\_\_ Date: \_\_\_\_\_

Employer/Supervisor's Email: \_\_\_\_\_

Employer/Supervisor's Name: \_\_\_\_\_

Employer/Supervisor's Signature: \_\_\_\_\_

\*Employers should return this completed form directly to HLS via the Secure Upload Form link at the top of this form.