



Instructions (select the option below that best fits your needs):

- **Off campus experience:** Submit only one verification form per experience (i.e., not one per semester involved in an experience). If you plan to finish obtaining hours in the same semester you graduate, you may wait to submit this form until you earned any remaining hours necessary. Obtain supervisor signature (digital or physical).
- **Fraternity or Sorority Life chapter leadership:** You are required to get a signature from your chapter advisor. CIEL does not accept students verifying experiences for other students (such as chapter presidents). Obtain supervisor signature (digital or physical).
- **Student organization leadership roles without advisors:** Fill out the student and experience information **ONLY** and provide student signature (you are not required to provide supervisor information).

After you have completed this form attach it to your GLD application. If you have already submitted your application, email this document to CIEL (CIEL@sc.edu).

Student information

Name:

Degree level:

USC email address:

GLD Pathway:

Experience information

Name of organization:

Student's title:

Hours completed and brief explanation of how hours were obtained (*Example: "150 hours completed; I worked approximately 10 hours per week for 15 weeks.*) :

Date(s) of experience:

Brief description of student's role and responsibilities:

Supervisor, advisor, or HR representative information

Name:

Title:

Email:

Signatures

Supervisor signature: _____ Date: _____

I certify that that the above information is an accurate representation of the student's hours, role, and responsibilities.

Student signature: _____ Date: _____

By providing my signature above, I certify that that the above information is an honest and accurate representation of my hours, role, and responsibilities submitted as a part of GLD verification. **I understand that forging signatures, providing incorrect information, or inaccurately representing my role or responsibilities is a violation of the University of South Carolina Honor Code.**