

Fax: (250)992-7692

Email: darla@quesnelemploymentservices.com

The information on this form is collected to determine ongoing eligibility for financial payments from Quesnel Employment Services.

Client Name: _____ Course: _____

Employment Consultant: _____

FOR DISTANCE EDUCATION:
 With each attendance report, students must print off a record showing their progress in each course you are registered in during their attendance period. This would include marks from all assignments or test completed. **ATTENDANCE WILL NOT BE PROCESSED WITHOUT THIS INFORMATION.**

IS THIS DISTANCE EDUCATION /CORRESPONDENCE

YES _____ NO _____

Week 1: From: _____ To: _____

Day of week:	Sun.	Mon.	Tues.	Wed.	Thurs.	Fri.	Sat.	Total hours:
Hours at School:								
Homework Hours:								

Week 2: From: _____ To: _____

Day of week:	Sun.	Mon.	Tues.	Wed.	Thurs.	Fri.	Sat.	Total hours:
Hours at School:								
Homework Hours:								

Course Start Date: _____ End Date: _____

Will you complete your course on time? (YES / NO): If no please explain: _____

<u>COURSE</u>	<u>Percentage of Course Completed</u>	<u>Assignment & Exam Marks</u>

Additional Comments: _____

Did you work during the period of this report? No Yes If Yes: Net Pay: \$_____ # of Hours Worked _____

Client Declaration:

The information that I have provided on this form is complete and true to the best of my knowledge. I understand that if I am found to have knowingly provided false information, I may be subject to disqualification from the program and may be required to re-pay program money paid to me or on my behalf.

Client Signature: _____ Date _____



The Employment Program of British Columbia is funded by the Government of Canada and the Province of British Columbia.