



Member Name _____

City and Service Site _____

Application Documents

AmeriCorps Application:

___ Online/ Paper (circle one)

___ NDA application

___ 2 Forms of reference

Online / Paper (circle one)

OR

___ 2nd Year Member (Completed/Filed Separately)

___ Letter of Intent (Completed/Filed Separately)

___ Recommendation (Completed/Filed Separately)

Educational Requirements – check only one

College

Transcript

High School

Diploma

GED

Enrollment Documents – verify all signatures and dates

___ Corporation for National & Community Service Enrollment Form

___ Member Contract and Grievance Procedure

___ Service Description (attached to Member Contract)

___ Identity Verification (Completed/Filed Separately)

U.S. Passport

Birth Certificate and State Driver's License

Birth Certificate and State Non-Driver's Identification Card

Permanent Resident Card

___ Acknowledgement of Understanding

___ Program Policies

Communications

Harassment

Non-Discrimination

Drug Free Workplace

Reasonable Accommodations

Social Media

___ Publicity Release Form

___ Emergency Contact Form

___ Health Care Enrollment / Waiver (circle which one)

___ Child Care Enrollment/ Waiver (circle which one)

___ W-4 Allowances Worksheet (Completed/Filed Separately)

___ Payroll/Stipend Enrollment Form (Completed/Filed Separately)

ADP Direct Deposit Signup Form (Optional) (Completed/Filed Separately)

Other Documents

___ Supervisor Evaluation – Mid year

___ Supervisor Evaluation – End of year

___ Corporation for National & Community Service Exit Form