



**Fall 2024 LPN Program Application  
Paid Work Experience Verification Form  
Certified Nursing Assistant, Certified Medical Assistant or Licensed Paramedic  
providing Patient Care in a Skilled or Acute Care Setting**

<b>Instructions for Student:</b> (Family members may <b>NOT</b> verify employment.)		
Complete the top half of this document and have your employer complete the bottom half verifying a <b>minimum of 500</b> hours of paid work experience performing patient care as a CNA, MA or Paramedic in a Skilled or Acute Care Setting <b>January 2019 or later</b> to receive additional points on the Fall 2024 LPN Application. (Note: You may use multiple forms to reach 500 or 1000 hours, be sure to send one form to each employer.) <b><u>This form MUST be sent directly from your supervisor</u></b> to the <a href="mailto:HPApplicationCenter@lanecc.edu">HPApplicationCenter@lanecc.edu</a> email.		
Name	L Number	
Email	Phone #	
Employer Name	Employer Address	
Job Title	# of Hours Worked	
<b>Reminder: Must submit verification of CNA, MA, or Paramedic license to <a href="mailto:HPApplicationCenter@lanecc.edu">HPApplicationCenter@lanecc.edu</a> with Forms 1 &amp; 2 and fill out the information, as well as a work experience form verifying at least 500 hours to receive the Work Experience points.</b>		
Name of Supervisor and/or Human Resources Representative		Phone #
Provide a detailed description of your job duties		
Student printed name	Student Signed Name	Date Signed
Your signature above gives authorization to the Lane Community College Nursing Program personnel to verify this information. You also acknowledge that any false information provided would render your entire LPN application null & void for the Fall 2024 application season.		

<b>Instructions for Employer:</b> (Family members may <b>NOT</b> verify employment.) Please Email this completed form directly to <a href="mailto:HPApplicationCenter@lanecc.edu">HPApplicationCenter@lanecc.edu</a> and copy the student to the email address listed above no later than May 1 at 11:45 pm.			
Students who are applying to Lane's LPN program can gain up to 18 additional application points by receiving verification of paid employment providing patient care in a skilled or acute care setting in a position that <b>requires CNA, MA or Paramedic Licensure</b> where at least <b>500 hours</b> were completed <b>January 2019 or later</b> .			
Place of Employment	Student's Job Title	Hours Worked	Dates Worked (Mo/Yr)
Supervisor Job Title		Supervisor Role with Student	
<b>I verify that the description of duties and # of hours the student provided above is correct:</b>			
Supervisor Printed Name	Supervisor Signature	Date Signed	
<i>The supervisor's signature confirms that the information provided above by the student is accurate and true.</i>			