

ENROLLMENT CHECKLIST

Directions: Use this checklist to ensure you have completed all of your enrollment paperwork. Send all of your enrollment paperwork, including this checklist, to the MT Campus Compact office. Make copies of all paperwork for your records before submitting. *Don't forget to enter the date of your In-Person Orientation in the appropriate space below.* Thanks!

Member Name (print) _____ 300 450 (circle one)

College/University _____

Program Orientation Site _____ Date of Orientation _____

Check this box if this is your second AmeriCorps Term of Service

ENROLLMENT PAPERWORK IS DUE WITHIN TWO WEEKS OF YOUR IN-PERSON PROGRAM ORIENTATION DATE!

Due Date Is: _____

REQUIRED PAPERWORK

- This Checklist**
- AmeriCorps Enrollment Form** (Member signature required)
- Site Agreement – Service Position Description** (Member and Site Supervisor signatures required)
- Member Development Plan** (Member and Site Supervisor signatures required) (See “Your Member Development Plan” in the Enrollment Paperwork section)
- Member Agreement Certification** (Member signature required)
- In-Person Program Orientation Evaluation**
- Proper Identification** (see “Required Documents” section in the Member Agreement. **DO NOT** submit a Social Security Card or Driver’s License.)

REQUIRED PAPERWORK FOR SOME MEMBERS

- Service Site Need Statement** (only for Education students serving while completing credit-bearing student teaching hours).
- Background Check Verification** (if applicable; you are REQUIRED to complete this form if you work with children, other “vulnerable” populations, or if your service site completes a criminal record check on you for any reason) *Site Supervisor signature required

SUPPLEMENTARY PAPERWORK

- Loan Forbearance Request for National Service** (if applicable; **only complete if you have one or more outstanding education loans that you would like to have entered into forbearance status**) (enter the correspondence address for your loan holder in the appropriate space - see “Loan Forbearance and Interest Info” in the Pre-Enrollment Material.)

ADDITIONAL INFORMATION

- T-Shirt Size** (circle one): **S** **M** **L** **XL** **XXL** **XXXL**