Self-Employment Vocational Work Experience Requirements

You are/were self-employed from ______________ to ______________ (must be within the last six (6) years) and are claiming your__________ hours of work experience directly related to your certification area from this period of employment. Ferris State requires verification of several areas of information. Please supply the following information regarding your business:

1. Federal Schedule C’s for business sufficient to show income for 4000 hours of work.

2. Yellow Pages ads for business, business card, flyer or other advertising.

3. Business license

4. Letter from your bank to indicate an active business account.

5. Give/send the enclosed verification letters and envelopes, regarding your services to six (6) clients. Ask them to sign and date across the seal and to mail the forms back to you.

MAKE SURE ALL INFORMATION IS COLLECTED BEFORE SENDING YOUR APPLICATION BACK

Please contact John Nickisson at (231) 591-2830 if you have any questions.