

HARVARD LAW SCHOOL
Summer Earnings Verification Form
For Paid Summer Employment
2023 - 2024

Harvard Law School - Student Financial Services
Wasserstein Hall Suite 5027
1585 Massachusetts Avenue - Cambridge, MA 02138
P: (617) 495-4606 - F: (617) 496-5453

Section A: To Be Completed by Harvard Law School Student

HLS Student Full Name: _____

HLS Student ID: _____

Section B: To Be Completed by Verifying Employer/Supervisor

For verification purposes, please list the dates of employment based on actual time working.

Employer Name: _____

Employer Address: _____

Employment Start Date: _____ Employment End Date: _____

Average Weekly Hours: _____ Total Hours Worked: _____

Amount of TOTAL GROSS Wages for Entire Position: \$ _____

If there is any other information we should know about the dates/hours worked (breaks in employment, varying hours per week, pay for weeks not worked, etc), please provide details below:

If the student received any other form of compensation (not included above), please provide details and amounts for each below (ex: rent, utilities, airfare, bonus, scholarship, etc):

Employer/Supervisor's Name & Title: _____

Employer/Supervisor's Signature & Date: _____

Employer/Supervisor's Email: _____

**Please have the student upload this completed form to their Application Requirements in the SFS Self-Service Portal at sfs.law.harvard.edu*