



**Key West High School**  
2100 Flagler Ave., Key West, Florida 33040  
*Turn in to* Mrs. Estenoz, College & Career Office  
Tel. 305 293-1549 ext. 54307

Principal  
**Rebecca Palomino**

Assistant Principal  
**Dave Perkins**

Assistant Principal  
**Yanelys Ballard**

Assistant Principal  
**Dr. Ja-Ronika Veldheer**

## **Employment Documentation Form**

Complete all areas below. Use this **form to document work service**, instead of community service hours, for meeting the Florida's Bright Futures scholarship program requirement. Students may combine work hours and volunteer hours to meet the minimum required hours for each award level: 100 hours for Florida Academic Scholar (FAS) and 75 hours for Florida Medallion Scholar (FMS).

Effective August 2024, amending Florida State ss. 1009.534

**DAILY MAX HOURS** you can report: 7 hours per day during the school weekdays Monday-Friday.

**YOU MAY NOT REPORT HOURS** that are during the regular school day unless you are in the M.O.V.E. or approved Work Internship Program.

This is to certify that student name:

from KWHS Class

(PRINT STUDENT NAME)

Of  has performed.

(Graduation Year)

**Reporting Month:**

Week of \_\_\_\_\_ to \_\_\_\_\_

# of HOURS \_\_\_\_\_ worked during this week.

Week of \_\_\_\_\_ to \_\_\_\_\_

# of HOURS \_\_\_\_\_ worked during this week.

Week of \_\_\_\_\_ to \_\_\_\_\_

# of HOURS \_\_\_\_\_ worked during this week.

Week of \_\_\_\_\_ to \_\_\_\_\_

# of HOURS \_\_\_\_\_ worked during this week.

**MONTHLY TOTAL NUMBER OF HOURS WORKED**

**Employer (Business Name):** \_\_\_\_\_ **Phone:** \_\_\_\_\_

**Supervisor/Manager (print):** \_\_\_\_\_ **Supervisor (sign)** \_\_\_\_\_

**Write a reflection on your volunteer or work experience** (ie skills acquired or improved, impressions of the career field and likes/dislikes, etc.):

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