



## SUPPLEMENT TO EMPLOYMENT NOTIFICATION FORM

Submit this form and supporting documents to [career@viu.edu](mailto:career@viu.edu) if you have not obtained employment within 3 months of graduation. Please submit the Employment Notification Form as soon as you obtain employment. Contact Career Center if you need any assistance with finding a job.

### 1 - PERSONAL INFORMATION (TO BE COMPLETED BY STUDENT)

First: DEEPAK Middle: \_\_\_\_\_ Last Name: MAHARJAN

VIU Student ID # 10000124470 Degree and Program: MSE

Graduation Date: 5/6/2017 (MM/DD/YYYY) Semester: ☒ Spring / ☐ Summer I / ☐ Summer II / ☐ Fall

Address: 132/20 MUSEUM MARG City: KATHMANDU State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Phone: \_\_\_\_\_ Personal Email: LAPAKS@HTOMAIL.COM

Status: ☐ F-1\* / ☐ H-1 / ☐ H-4 / ☐ K-1 / ☒ Green Card holder / ☐ US Citizen / ☐ Other: \_\_\_\_\_

\*OPT Start Date: \_\_\_\_/\_\_\_\_/\_\_\_\_ (MM/DD/YYYY) OPT End Date: \_\_\_\_/\_\_\_\_/\_\_\_\_ (MM/DD/YYYY)

### 2 - REASON FOR NOT WORKING DURING REPORTING PERIOD (PLEASE CHECK ONE):

- ☐ **Pregnancy** – Provide written information from institution or a family member.
- ☐ **Death** – Provide written information from a family member, or friend.
- ☐ **Health-related situations** – Explain below if you or an immediate family member required hospitalization, bed rest or rehabilitation at some point during the reporting period.
- ☐ **Continued education** – Submit enrollment agreement or letter of acceptance as a full-time student into a new educational program that is 300 hours or longer.
- ☐ Check here if enrolled at VIU.
- ☐ **Military service** – Submit copy of military orders showing you, your spouse or dependent was transferred.
- ☐ **Visa restrictions (international students)** – Submit a copy of visa documentation that you were restricted from working in the US.
- ☐ **Completed VIU ESL program.**
- ☐ **Incarceration** – Submit documentation that you were in jail / house arrest full time for over one month.
- ☒ **\* Other** – Please provide explanation below.

Explanation: I AM IN NEPAL

Signature:  Date: 7/25/2017

### 3 - FOR OFFICE USE ONLY

Date received: \_\_\_\_\_ Career Center Manager: \_\_\_\_\_

- |   |   |
|---|---|
| <input type="checkbox"/> Pregnancy, death, other health related issues (T6) | <input type="checkbox"/> ESL graduate (X6)          |
| <input type="checkbox"/> Continuing education (U6)                          | <input type="checkbox"/> Incarceration (Y6)         |
| <input type="checkbox"/> Active military service (V6)                       | <input type="checkbox"/> Searching for job (Z6)     |
| <input type="checkbox"/> Visa restrictions (W6)                             | <input type="checkbox"/> Not working by choice (Z6) |