

SHARED SICK LEAVE PROGRAM - ENROLLMENT FORM

Institution Name: _____ Department: _____

Employee Name: _____ Employee ID: _____

Phone #: _____ email: _____

Hire Date: _____ Supervisor: _____

I have successfully completed my provisional period: Yes No

I wish to donate _____ hours of sick leave (8 hour minimum and maximum) _____

Signature of Program Administrator: _____

Date: _____