



VERIFICATION OF ACCUMULATED SENIORITY CREDIT
Pursuant to Provincial Collective Agreement Article C.2.2

A continuing employee may port a maximum of ten (10) years of seniority from school districts in BC in which s/he was previously employed in a position covered by the Provincial Collective Agreement between the BCTF and BCPSEA.

This form must be received by your previous school district(s) within ninety (90) days of commencing your appointment to a continuing contract. Exception is if the employee continues to hold two continuing part-time appointments simultaneously.

I am porting from only one district; or:

I am porting from _____ districts.

I was on leave of absence for the period _____ to _____. (This must be filled in if you were employed in another district and accruing seniority during this period. See PCA Article C.2.5)

I am porting adult education seniority.

I wish to port _____ years and/or _____ months and/or _____ days of seniority credit.

Employee Name (Please Print)

Employee Signature

Date Form Received

Previous School District(s) should complete the following:

Date Request for Verification received: _____

This is to certify that the above identified employee was employed in a position covered by the Provincial Collective Agreement between the BCTF and BCPSEA in a school operated by School District No. _____

At the time his/her active employment, this teacher held _____ years, _____ months, _____ days of seniority. This seniority was accrued on _____ lists.

Pursuant to this request, I have reduced this accumulation of seniority by _____ years, _____ months, _____ days.

Signature of Signing Officer

Name and Title (Please Print)

Date Form Received

Please forward this completed form directly to the attention of: Human Resources Administrator, School District 84 (Vancouver Island West), Fax 1-250-283-7352

OFFICE USE ONLY:

Employee Name: _____

Date Of Continuing Appointment: _____

Date Form Issued To Employee: _____ Initial: _____

Date Returned To Office: _____ Initial: _____

File: Employee File (Photocopy to be retained when provided to the employee and on return from the previous school district.)