



SCHEDULE H2

Student Engagement Reporting
Due with each pay application

MPS JOB SITE/PROJECT NUMBER	REPORTING PERIOD
COMPANY NAME	COMPANY CONTACT
PHONE	FAX
	EMAIL

A. Education/Career Awareness Reporting Required number of education hours for this project.

_____ Hours reporting this period _____ Hours remaining

MPS does not pay for travel time to and from an education activity. Education hours are calculated by company, not by number of company representatives. Interviews with students for fulfillment of student employment requirements and conversations with CCS personnel are not counted toward education activities.

Location of career education presentation: _____ Date of presentation: _____

School contact person for presentation: _____ Phone: _____

A signed Education Hour Confirmation form must be included with this H2 when reporting career education activity during the report period. You are advised to obtain a school site coordinator signature at completion of the activity.

B. Student Employment Reporting Required Number of Employment Hours

Total Student Employment requirement hours _____

Student Employment hours met this month _____

(Must equal number of hours listed below) Remaining Student Employment hours _____

Student Name & Student Signature	Hours worked this period	Hourly Wage Rate	Description of employment activity
Print Name			
Signature/date:			
Print Name			
Signature/date:			
Print Name			
Signature/date:			
Print Name			
Signature/date:			

Signature of Authorized Company Officer Title Date

This form must be completed and signed by an authorized Contractor representative. Scan and upload a copy to your Contract Compliance Reporting System (CCRS) file and retain the original signed document in your company compliance records.