



The Buffalo Educational Opportunity Center offers tuition-free academic and vocational training. The Career Services Office is responsible for tracking the employment status of current and former students. I have attached a copy of a signed release form. Your cooperation is appreciated relevant to completing the form below and returning it as soon as possible.

Employee's Name	Social Security#- xxx-xx-
Company Name	Position/ Title
Address	Start Date
City, State, Zip	Starting Salary/Wages
Supervisor Name	Hours per Week
Telephone #	Permanent? Yes/No
Fax# or Email	

Employer Representative Name (Please print or type)

Signature: _____ Title: _____

Date: _____ Phone Number: _____

Please complete form and return to

Buffalo Educational Opportunity Center
Office of College and Career Advancement
555 Ellicott Street, Buffalo, NY 14203
Lynette Towns, Career Services Rm 205 lmj9@buffalo.edu 716-645-1869