

School Name: _____

To assure quality programming, Junior Achievement USA® requires verification of the total number of instructional contact hours per student. (An instructional contact hour is a typical classroom period of 45-60 minutes.) Please help us adhere to this policy by providing verification of the following:

- The students from your school received the required minimum of 12 hours of in-class preparation prior to your school's simulation visit. (12 pre-visit/1 follow-up).

Yes

No

* If you spent more than 12, or less than 12, hours in preparation, please indicate the differences on the back of this form.

- Program requirements state that students should spend 4-5 hours at our on-site facility.
 _____ hours at JA BizTown on _____ (date).

Curriculum Teacher Name(s)	# Classes	Grade	# Students by Teacher
Total Students:			

Please list additional teacher information on the back of form

- As a representative of the above named school, I verify that the information regarding our school's participation in JA BizTown is true.

Teacher Signature _____

- Beyond the minimum 12 hours required, did you devote additional classroom hours to JA BizTown?

Yes

No

* If you spent more than 12, or less than 12, hours in preparation, please indicate the differences on the chart on the following pages.

Please indicate the time (hours/minutes) spent on *additional* activities below; Application Activity (AA), Extension Activity (EA), Check It Out! (CIO). If you have questions about the below chart please contact your JA area office.

Activity	Type	Description	Time	Activity	Type	Description	Time
FL	Lesson1	Financial Services	n/a	CE	Lesson1	Circular Flow of an Economy	n/a
FL-14	AA	Banking Bingo		CE-12	CIO	Check It Out! Day 4	
FL-17	AA	Vocabulary Review		CE-13	AA	Circular Flow Game	
FL-18	EA	Choosing a Financial Institution		CE-14	AA	My Business	
FL-21	EA	Bank Teller Computations		CE-16	EA	Discovering Character Traits	
FL	Lesson2	Checking Accounts	n/a	CE-17	EA	Code of Ethics	
FL-39	CIO	Check It Out! Day 1		CE	Lesson2	Free Enterprise	n/a
FL-40	AA	Transaction Actions		CE-27	CIO	Check It Out! Day 5	
FL-45	AA	Paycheck Practice		CE-28	AA	What is Free Enterprise	
FL-47	EA	Direct Deposit		CE-32	AA	Jim's Popcorn Daydream	
FL-49	EA	Gordon's Bounced Check		CE-37	EA	Economic Freedoms Poster	
FL	Lesson3	Savings Accounts	n/a	CE-39	EA	Family Resources	
FL-65	CIO	Check It Out! Day 2		CE	Lesson3	Public Goods and Services	n/a
FL-66	AA	\$1 Million or Double the Pennies?		CE-55	CIO	Check It Out! Day 6	
FL-68	AA	John's Shopping Day		CE-56	AA	Word Search	
FL-72	AA	Savings Plan, Inquiry-Based Lesson		CE-59	AA	Public and Private Goods and Services	
FL-73	EA	Rule of 72		CE-63	EA	Philanthropy	
FL-75	EA	Compound Interest					
FL	Lesson4	Debit Cards	n/a				
FL-86	CIO	Check It Out! Day 3					
FL-87	AA	Venn Diagram					
FL-89	AA	Let's Go to the Bank					
FL-92	EA	The Debit Card Transaction					
FL-95	EA	Interest in Your Favor					

Application Activity (AA), Extension Activity (EA), Check It Out! (CIO)

Activity	Type	Description	Time	Activity	Type	Description	Time
WR	Lesson1	Interests and Skills	n/a	BM	Lesson2	Setting Prices	n/a
WR-12	CIO	Check It Out! Day 7		BM-36	CIO	Check It Out! Day 10	
WR-13	AA	Career Types		BM-37	AA	Wants and Needs	
WR-15	AA	Education Pays Off		BM-38	AA	Business Cost and Profit	
WR-18	EA	Soft Skills-Teamwork		BM-42	EA	History Connection	
WR-20	EA	Soft Skills-Problem Solving		BM-44	EA	Identity Theft	
WR	Lesson2	Applying for a Job	n/a	BM	Lesson3	Visit Preparation	n/a
WR-33	CIO	Check It Out! Day 8		BM-61	AA	Slogans and Logos	
WR-34	AA	Job Interviews		BM-63	AA	Jingles	
WR-40	AA	Elections		BM-64	EA	Letters to the Editor	
WR-49	EA	Writing a Resume		BM-66	EA	Friendly Letters	
WR-54	EA	Career Exploration		VD	Lesson2	Debriefing	n/a
BM	Lesson1	Business Cost	n/a	VD-12	AA	Rank Your Business	
BM-11	CIO	Check It Out! Day 9		VD-14	AA	BizQuiz	
BM-12	AA	Customer Service		VD-16	AA	Fact Tag	
BM-14	AA	Ranking Criteria		VD-17	EA	Business Letter	
BM-16	EA	Quality Task Committee					
BM-22	EA	BizBriefs					

Other Additional Activities

Example: Newspaper Articles, Unit Assessments

Time

<u>Newspaper Articles</u>	
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

Omitted Activity and Reason

For Office Use Only	
Core hours	13
Visit hours	
AA, EA & CIO hours	
Additional Activities	
Omitted	
Total Hours	