This form is used for on-campus work study employment and the community service work study program. The information provided on the form will be made available to prospective employers and will assist in determining appropriate referrals based on your skills, interests and previous job experience. Some positions may require previous employment verification. Return completed form to Fiscal Operations.

**Application for Student Employment**

**Work Study and Community Service**

**2016-2017**

**PERSONAL**

Name ____________________________________________  
last first middle initial  
Student ID # ____________________

Permanent Address ____________________________________________  
number and street city state ZIP  
Phone ( ) __________

Local Address ____________________________________________  
number and street city state ZIP  
Phone ( ) __________

E-mail ____________________________________________  
Cell Phone ( ) __________

Do you live on campus?  yes  no

**RETURNING STUDENTS**

Do you wish to work in the same department?  yes  no  If yes, which department?

**EDUCATION**

Class Level:  Freshman  Sophomore  Junior  Senior

Major ____________________________________________

List awards, honors and extra-curricular activities: ____________________________________________

**EMPLOYMENT EXPERIENCE** — include all on-campus and off-campus employment

Name and Address of Employer or Department  
Name  Job Title  Dates  
Employed

__________________________________________

__________________________________________

__________________________________________

Are you willing to work weekends?  yes  no  
Evenings?  yes  no  
Do you have a valid driver’s license?  yes  no  
Car available?  yes  no

**SKILLS**

Check any of the following skills/experience you may have:

- Tutoring  - Science Lab  - Library  - Telephone Skills
- Data Entry  - Audio Visual Equipment  - Filing  - Other

List Software Applications that you are skilled in: ____________________________________________

Number the types of work that you prefer (mark 1st choice #1). Indicate top four choices only.

- Athletic Office  - Child Care  - Community Service  - Weight Room  - Media/Technical Support
- Grounds  - Intramural Sports  - Library  - Office Work  - Science Lab
- Off-campus Tutoring  - On-campus Tutoring  - Reception Desk

Release: I give my permission to release information provided on this form to prospective employers.

Signature ____________________________________________  Date __________

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