



Date _____

STUDENT EMPLOYMENT APPLICATION COLLEGE OF HUMANITIES

Name: _____
(Last Name, First Name and Middle initial; must match your name as it appears on your Social Security Card.)

Street Address: _____

City: _____ State: _____ Zip code: _____

Telephone: _____ email: _____

SFSU Student Identification Number: _____

Applying for: Work-Study _____ Student Assistant _____ Both _____ If Work-Study, have you already been awarded funds? Yes _____ No _____ How much? _____

I have been issued a Work-Study Clearance Form from the Financial Aid Office which lists a dollar amount that I may not exceed from all Work-Study positions that I may have. Applicant's Initials: _____

Name of position or type of work you are interested in: _____

List skills, abilities, special knowledge, or experience that you have that relate to the job for which you are applying.

What computer programs do you know? _____

Number of hours per week that you desire? _____ (Note: Student employees have a 20 hour per week limit during regular semesters.) Outline below your best estimate of which hours during the week you now believe are available for you to work during this semester. Days and times:

Monday a.m. _____ p.m. _____

Tuesday a.m. _____ p.m. _____

Wednesday a.m. _____ p.m. _____

Thursday a.m. _____ p.m. _____

Friday a.m. _____ p.m. _____

Educational background: Are you a first ____, or second ____ semester Freshman ____, Sophomore ____, Junior ____, Senior ____, or Graduate Student ____? What is your declared or probable major?

Tell us about other work experience you may have had. Begin with the most recent position. Include details such as the dates you began and ended a job, the name of the firm or business, the name of your supervisor(s), your job title(s), your salary, the telephone number where we can contact your previous employer(s), and any additional information you think will be helpful. Attach an additional sheet if needed or you may attach a resume.

I understand that to be a qualified candidate for this position I must be enrolled at SFSU as follows:

	<u>Workstudy</u>	<u>Student Assistant</u>
Undergraduate	12 units	6 units
Graduate	8 units	4 units

If I am not now registered as above, I will add the requisite units before beginning any work so that I do not have to forfeit payment for hours worked without, or beyond the upper limit of, authorization. Applicant's initials: _____

You may also attach a sheet to add any additional comments that you may have about your need, motivation, or abilities that may assist the College or its Departments and Programs in making a hiring decision.

Optional: Provide the following information which is collected for statistical purposes only in order to comply with federal/state employment guidelines and statutes:

Sex M___ F___ Ethnic origin: African American___ Spanish Surname___
Pacific Islander___ Filipino___ Asian American___ Caucasian___
Native American___ Mexican American___ Other (specify)_____

-----For Office Use Only-----

Personnel action: Interviewed___ Hired___ Denied___ Other___

Specific reason(s) for action taken: _____