

EASTERN

MICHIGAN UNIVERSITY

FINANCIAL AID

Student Employment Application

Personal Information

| | | | |
|------------------------------|----------------|---------------------------------------|-------|
| Name | _____ | _____ | _____ |
| | Last | First | MI |
| Student # | E _____ | Last Four digits of Social Security # | _____ |
| Local Address | _____ | | |
| Permanent Address | _____ | | |
| | _____ | _____ | _____ |
| | City | State | Zip |
| Email address: | _____ | | |
| Cell phone Number: (_____) | _____ | | |

Office Skills

Experience in (check all that apply):

- Customer Service
- Office Machines (Xerox, fax, etc.)
- Computer Experience _____

Are you willing to (check all that apply):

- File
- Process Incoming Mail
- Stuff Envelopes
- Answer telephones

For which semester(s) are you applying? Fall Winter Spring Summer

Amount of awarded work study _____ Fall _____ Winter _____ Spring _____ Summer

Year in school _____ Expected graduation date: _____

Hours available to work for Fall, Winter, Spring, or Summer (circle one)

_____ Mon _____ Tues _____ Wed _____ Thurs _____ Fri _____

Employment History

Name of Employer

Address

Dates Employed

Have you ever worked on-campus before? _____

If yes, where? _____

Qualifications

What do you feel are your strengths? _____

What qualifications do you possess that would benefit the Office of Financial Aid?

****By signing this application, you are granting the Office of Financial Aid permission (under FERPA law) to access your academic, financial aid and student account information.**

Student Signature

Date

OPTIONAL: If you have a resume you would like us to consider in making an employment decision, please feel free to attach it to this application.

For Office Use Only

Date of Interview _____ Hired? Yes No

First semester of employment _____

Area Assigned _____ Supervisor _____ Pay Rate _____