

STUDENT EMPLOYMENT APPLICATION
Western Carolina University
Department of Residential Living
Student Mail Center

Print/Type Full Name _____ ID # _____

Date of Birth ____/____/____ Do you have a current valid Driver's License? _____

Local Address _____ Local Phone (____) ____ - _____

(If On-Campus: building, room # & suite #)

Home/Permanent Address _____
Street and/or PO Box # City State Zip Code

Home Phone (____) ____ - _____ Cell Phone (____) ____ - _____ (Optional)

WCU E-mail _____ Other E-mail _____

Current Cumulative GPA _____ Number of hours earned by end of this semester _____
(2.5 or greater is required at all times)

Proposed Graduation Date (mo. /yr.) ____/____ Major _____

Are you a current WCU student? _____ Full-time or part-time? _____

Are you pre-registered for classes next semester: _____?

Please list below the hours you are AVAILABLE TO WORK:

AM		PM
_____	Monday	_____
_____	Tuesday	_____
_____	Wednesday	_____
_____	Thursday	_____
_____	Friday	_____

Total hours per week available for work _____

Dates available for work: Starting _____ Ending _____

Do you anticipate participation in an activity, teaching, internship or other commitments? _____

Have you been hired on-campus for next semester: _____? If so, what Dept. or employer _____

Are you planning to attend any Summer courses: _____?

The Department of Residential Living strives to employ qualified individuals for each of our student positions. In doing this, we may not be able to accommodate all applicant requests.

(OVER)

ID#:

First Name:

Last Name:

Briefly describe any experiences or skills you have had which are relevant to the position(s) for which you have applied.

Work References

Place of Employment:	Supervisor's Name:	Address:	Phone:
_____	_____	_____	_____
_____	_____	_____	_____

Have you ever been fired or received any disciplinary action regarding previous employment? _____
If yes, explain fully on an additional sheet. Yes or No

Have you ever been convicted of an offense against the law other than a minor traffic violation? _____
If yes, explain fully on an additional sheet. Yes or No

(A conviction does not mean you cannot be hired. The offense, how recently you were convicted, and other relevant matters will be evaluated in relation to the job for which you are applying.)

By signing below, I certify that the above information is correct and complete. My signature grants permission for the Department of Residential to access my educational records in order to verify information (check grades, disciplinary history, schedules) and process my application.

Applicant's Signature

Date

For Residential Living Use Only

Records Check: Academic S U Conduct S U

Interview Date	Time	Interviewer	Comments

Additional Comments:

Reference Comments:

