

# EASTERN

MICHIGAN UNIVERSITY

FINANCIAL AID

## Student Employment Application

### Personal Information

Name \_\_\_\_\_  
Last First

Student # **E** \_\_\_\_\_ Last Four digits of Social Security # \_\_\_\_\_

Address \_\_\_\_\_

City State Zip

Email address: \_\_\_\_\_

Cell Number: \_\_\_\_\_

### Office Skills

Experience in (check all that apply):

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

Are you willing to (check all that apply):

- Answer telephones
- Process Incoming Mail
- Stuff Envelopes
- Various Office Tasks

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

Amount of awarded work study \_\_\_\_\_ Fall \_\_\_\_\_ Winter \_\_\_\_\_ Summer

Grade Level \_\_\_\_\_ Expected graduation date: \_\_\_\_\_

Hours available to work (example: 8-10am, 2-4pm, etc)

\_\_\_\_\_ Mon

\_\_\_\_\_ Tues

\_\_\_\_\_ Wed

\_\_\_\_\_ Thurs

\_\_\_\_\_ Fri

## Employment History

Name of Employer

Address

Dates Employed

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Have you ever worked on-campus before? \_\_\_\_\_

If yes, where? \_\_\_\_\_

## Qualifications

What do you feel are your strengths? \_\_\_\_\_

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

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**\*\*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 Pay Rate \_\_\_\_\_

First semester of employment \_\_\_\_\_ Supervisor \_\_\_\_\_