



Arkansas State

UPWARD BOUND Work Study Application

General Information (Please write legibly or type)

POSITION APPLYING FOR: ____ Work Study			
Name		Date of Birth	
SSN		ASU ID #	
Mailing Address			
Email Address			
Home Phone			
Cell Phone			
Sex	____ Male ____ Female		
Race	____ American Indian ____ Asian ____ African American ____ Hispanic ____ Caucasian ____ Native Hawaiian ____ Multicultural (check all that apply) ____ Other:		

Have you ever participated in a TRiO Program? ____ UB ____ TS ____ EOC ____ McNair ____ SSS ____ None
 If you're a former Upward Bounder, where did you participate?

University		Year(s) Participated	
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Have you ever been fired or asked to resign from a position? ____ Yes ____ No
 Have you ever been convicted of child abuse, child sexual abuse/molestation? ____ Yes ____ No
 Have you ever been convicted of a crime? ____ Yes ____ No
 Do you have a valid Driver's License? ____ Yes ____ No State _____ DL# _____
 Are you willing to consent to a criminal background check and to be fingerprinted? ____ Yes ____ No

Academic Information

Advisor		Work Study Hours Awarded	
Classification	____ FR ____ SO ____ JR ____ SR	# college hours completed	
Major		Expected Graduation Date	

Office Skills

Please mark the office equipment you have experienced with and/or the skill you have.

<input type="checkbox"/>	Microsoft Word	<input type="checkbox"/>	Printer
<input type="checkbox"/>	Microsoft Excel	<input type="checkbox"/>	Fax Machine
<input type="checkbox"/>	Microsoft Access	<input type="checkbox"/>	Filing Papers
<input type="checkbox"/>	Multi-Line Phone	<input type="checkbox"/>	Email/Internet
<input type="checkbox"/>	Copy Machine	<input type="checkbox"/>	Other. Specify:

Office Use Only:

Date Rec'd: _____ Contact Date: _____ Resp. Date: _____ Interview Date: _____ Interview: _____

Employment Experience

Dates	Employer	Phone Number	Nature of Work

Class Schedule

Day	Class	Time

Availability

Day	Available hours
MONDAY	
TUESDAY	
WEDNESDAY	
THURSDAY	
FRIDAY	
SATURDAY	7:45am-1:45pm all Saturday dates listed except: 9:30am-12:15pm on 3/17

***NOTE:** ALL STAFF IS REQUIRED TO WORK THE FOLLOWING SATURDAYS in SPRING 2012:
 JANUARY 28th
 FEBRUARY 11th, 18th
 MARCH 3rd, 17th, 31st
 APRIL 14th, 28th
 MAY 5th

With your signature below, please verify that all information stated above is correct.

Signature:
Date: