



Financial Aid Office \* 197 Franklin Street \* Auburn, NY 13021  
Phone: 315-255-1743 ext. 2470 \* Fax: 315-252-2185

**APPLICATION FOR STUDENT EMPLOYMENT**

**REQUIREMENTS:**

- File the Free Application for Federal Student Aid (FAFSA)
- Complete federal verification requirements if needed
- Be matriculated, in good academic standing and maintaining satisfactory progress toward a degree
- Be enrolled at Cayuga Community College
- Not be in default on any student loan or owe repayment on a federal grant
- Not possess a BA degree

***NOTE: INTERNATIONAL STUDENTS ARE NOT ELIGIBLE TO PARTICIPATE IN OUR FWS STUDENT EMPLOYMENT PROGRAM***

*(PLEASE PRINT IN INK)*

NAME: \_\_\_\_\_ C#: \_\_\_\_\_

LOCAL ADDRESS: \_\_\_\_\_  
(Street) (City) (State) (Zip)

PHONE: \_\_\_\_\_ EMAIL: \_\_\_\_\_

PERIOD REQUESTING EMPLOYMENT -  FALL  SPRING  SUMMER

COLLEGE MAJOR: \_\_\_\_\_

PREVIOUS WORK EXPERIENCE: \_\_\_\_\_

*I UNDERSTAND THAT I AM NOT EMPLOYED YET AND THAT I CANNOT BEGIN WORKING UNTIL AN OFFICIAL AUTHORIZATION, I-9 VERIFICATION WITH ID'S AND W-4 ARE SIGNED AND RECEIVED BY HUMAN RESOURCES*

SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_

OFFICE USE ONLY: FWS \_\_\_\_\_ CWS \_\_\_\_\_

ACADEMIC YEAR: \_\_\_\_\_  
CAMPUS:  AUBURN  FULTON

***PLEASE COMPLETE THE SECTION ON THE BACK OF THIS FORM***

NAME: \_\_\_\_\_ C#: \_\_\_\_\_

**PLEASE COMPLETE EACH SECTION BELOW**

WHICH CAMPUS ARE YOU APPLYING TO WORK AT?  AUBURN  FULTON

**SKILLS:**

\_\_\_\_\_ OFFICE (TYPING, ANSWERING PHONES, PHOTOCOPYING, FILING ETC.)  
\_\_\_\_\_ CUSTOMER SERVICE  
\_\_\_\_\_ TECHNICAL  
\_\_\_\_\_ COMPUTERS  
\_\_\_\_\_ MECHANICAL

LIST OTHER SPECIFIC SKILLS: \_\_\_\_\_

**JOB INTEREST:**

_____ OFFICE	_____ SCIENCE LAB	_____ TUTOR/NOTE TAKER
_____ ATHLETICS	_____ CRIMINAL JUSTICE	_____ BUILDINGS/GROUNDS
_____ COMPUTER LAB	_____ MUSIC	_____ LIBRARY
_____ ART LAB	_____ PRESCHOOL	_____ WELLNESS CENTER
_____ TELCOM	_____ ENGLISH/COLLEGIAN	

CAN YOU WORK EVENINGS?  YES  NO

WHAT DAYS AND TIMES ARE YOU AVAILABLE TO WORK?

MONDAY: \_\_\_\_\_

TUESDAY: \_\_\_\_\_

WEDNESDAY: \_\_\_\_\_

THURSDAY: \_\_\_\_\_

FRIDAY: \_\_\_\_\_

WEEKENDS: \_\_\_\_\_