



Application for Student Employment

Personal Data

Name:

Address:

Phone Number:

Alternate Phone Number:

Program you are studying at MSU-COT:

Position Applied for:

Date Available:

Eligible for work study:, Yes No

Amount of your award:

(Work study is a needs-based Financial Aid program. Eligibility is determined through information gathered on the FAFSA and institutional verification forms. MSU-Great Falls COT has limited work study funds.)

Skills & Abilities

Describe your Computer Skills, including any computers classes you have taken and passed:

List equipment you know how to operate:

List any college courses you have completed that will be helpful in this position:

List other skills that will be helpful in this position:

Experience

List your last three employers or volunteer positions, with the most recent listed first.

Employer:

Phone:

Address:

Job Title:

Duties Performed:

Start Date:

End Date:

Employer:	Phone:
Address:	
Job Title:	
Duties Performed:	
Start Date:	End Date:

Employer:	Phone:
Address:	
Job Title:	
Duties Performed:	
Start Date:	End Date:

References

List work references we may contact (no relatives please):

Name: _____ Phone: _____
Relationship: _____

Name: _____ Phone: _____
Relationship: _____

Name: _____ Phone: _____
Relationship: _____

I certify that all the information contained in this application is true and correct to the best of my knowledge. I authorize former employers or references listed to release information to MSU-Great Falls COT or employers under the MSU-Great Falls COT work study program.

Signature: _____ Date: _____

Availability

Review the schedule below and mark in any block of time when you are available to work. Please note that each employer has different hours of operation.

Term/Year: _____

	MON	TUES	WED	THUR	FRI	SAT	SUN
8:00 am – 9:00 am							
9:00 am – 10:00 am							
10:00 am – 11:00 am							
11:00 am – Noon							
Noon – 1:00 pm							
1:00 pm – 2:00 pm							
2:00 pm – 3:00 pm							
3:00 pm – 4:00 pm							
4:00 pm – 5:00 pm							
5:00 pm – 6:00 pm							
6:00 pm – 7:00 pm							
7:00 pm – 8:00 pm							
8:00 pm – 9:00 pm							
9:00 pm – 10:00 pm							