

### WORK STUDY APPLICATION FORM

The student fills out and submits this application to the Student Affairs Office (SAO). The SAO informs the student if s/he met the criteria and keeps the signed form in the student's file.

Student's Name and ID		Attach a Passport-size photograph
College and Major		
Term and Year		
Mobile Number		
# of Credits Completed		
# of work hours / week		
Financial need is a reason? If Yes please elaborate on a separate sheet	<input type="checkbox"/> Yes <input type="checkbox"/> No	
Desired work assignment		
<b>Student's Attestation</b>		
I commit to: perform the assigned tasks with diligence; follow the guidance of the work supervisor; comply with all university rules and regulations; protect the university property; treat work colleagues with respect; and record the work hours and accomplishments accurately. I am aware that failure to abdicate those commitments shall result in the revoking the work assignment privileges.		
<b>Signature &amp; Date:</b>		

Eligibility criteria check – Student Affairs Office	
a. Financial need?	<input type="checkbox"/> Yes <input type="checkbox"/> No
b. Cumulative GPA >= 70?	<input type="checkbox"/> Yes <input type="checkbox"/> No
c. Completed previous work-study assignments satisfactorily?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Not Applicable
d. Current Semester Load >= 12 credits?	<input type="checkbox"/> Yes <input type="checkbox"/> No
e. Any misconduct on record?	<input type="checkbox"/> Yes <input type="checkbox"/> No

Recommendation of the Student Affairs Office			
<input type="checkbox"/> Approved	# of Hours/week		Department Assigned
<input type="checkbox"/> Not Approved (State reasons)			
Signature of Committee Chairperson			Date

cc: Applicant