



WORK STUDY APPLICATION

INSTRUCTIONS: Please print and answer all questions, then return this form to the Financial Aid Office as soon as possible in order to be considered for employment in the Work-Study program. You may attach a resume (optional) if you prefer.

Name	
Address	
E-mail	

Miramar ID #	
Phone Number	
GPA	
Major	

PLEASE LIST YOUR EXPECTED GRADUATION DATE FROM MIRAMAR COLLEGE (MONTH/YEAR):	OTHER THAN ENGLISH, DO YOU SPEAK OTHER LANGUAGES? IF SO, WHICH ONE(S):
HAVE YOU PREVIOUSLY WORKED FOR THE SDCCD DURING THE PAST 12 MONTHS?	APPROXIMATELY HOW MANY HOURS WOULD YOU LIKE TO WORK PER WEEK? (20 MAXIMUM)

PLEASE LIST THE HOURS YOU ARE AVAILABLE TO WORK:				
Monday:	Tuesday:	Wednesday:	Thursday:	Friday:

EMPLOYMENT / VOLUNTEER HISTORY (ATTACH RESUME IF AVAILABLE)			
Company			
Start Date			
End Date			
Position			
Pay Rate			
Duties			

HOW FAMILIAR ARE YOU WITH MICROSOFT OFFICE PROGRAMS?
Describe using a scale of 1-10, 1 = LEAST, 10 = VERY FAMILIAR
WORD:
EXCEL:
POWERPOINT:
MAIL MERGE (Word document function):

PLEASE LIST YOUR WORK-PLACE PREFERENCE: (DEPARTMENT)	
1	
2	
3	

EXPLAIN HOW EACH OF THE FOLLOWING TRAITS ARE IMPORTANT IN THE WORK-PLACE: (FOR MORE SPACE USE THE BACK-SIDE OR ATTACH A SEPARATE PIECE OF PAPER)			
(Being punctual to work)	(Having a willingness to work)	(Being a team-player)	(Having a positive attitude)

SIGNATURE: _____ DATE: _____