



**OFFICE OF  
CAREER SERVICES**

INDIANA UNIVERSITY-PURDUE UNIVERSITY  
COLUMBUS

www.iupuc.edu/careerservices

Phone: 812-375-7527

Fax: 812-314-8523

# STUDENT EMPLOYMENT APPLICATION

Position you are applying for: \_\_\_\_\_

## PERSONAL INFORMATION

Last name	First name	MI	Student ID number: __ 0 0 _____
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Major(s):	College level: <input type="checkbox"/> Freshman <input type="checkbox"/> Sophomore
Expected graduation date:	<input type="checkbox"/> Junior <input type="checkbox"/> Senior
	<input type="checkbox"/> Graduate

## HOME ADDRESS

Street	City	State	Zip
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IUPUC email address:	Home phone number:
	Mobile phone number:

## EMPLOYMENT INFORMATION

Have you previously worked at IUPUC? <input type="checkbox"/> Yes <input type="checkbox"/> No	Are you eligible for federal work-study? <input type="checkbox"/> Yes <input type="checkbox"/> No
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How many credit hours are you enrolled this semester?	How many hours a week are you available to work?
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Are you eligible to work in the U.S.?  Yes  No

## PLEASE INDICATE THE HOURS YOU ARE AVAILABLE TO WORK EACH DAY

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY

## SPECIAL JOB SKILLS

Skill	Please describe any additional skills below:
<input type="checkbox"/> Typing	
<input type="checkbox"/> Computing	
<input type="checkbox"/> Languages	
<input type="checkbox"/> Other	

## WORK RELATED EXPERIENCE/VOLUNTEER WORK

Employer name and address	Job duties and responsibilities	Dates employed

		From:
		To:
		Hours per week:
<b>Employer name and address</b>	<b>Job title and responsibilities</b>	<b>Dates employed</b>
		From:
		To:
		Hours per week:
<b>Employer name and address</b>	<b>Job title and responsibilities</b>	<b>Dates employed</b>
		From:
		To:
		Hours per week:
Student signature:		
_____		
Date: _____		
My signature affirms that the information on this application form is accurate.		
Note: Employment offers will be contingent upon successful completion of a criminal background check and E-Verify.		

**RETURN APPLICATION TO:**

**Carol Kostrzewsky**  
**Office of Career Services**  
**Indiana University-Purdue University Columbus**  
**4555 Central Avenue LC 1205**  
**Columbus, IN 47203**

You may also e-mail this application as an attachment to: [ckostrze@iupuc.edu](mailto:ckostrze@iupuc.edu)

**NOTICE:** Indiana University is an Equal Opportunity/Equal Access/Affirmative Action institution. IU intends to maintain an alcohol and drug-free workplace and to comply with the Drug Free Workplace Act of 1988 and its amendments. To that end, all employees must comply with the university's Substance Free Workplace policy. The Annual Security and Fire Safety Report, containing policy statements, crime and fire statistics for all Indiana University campuses, is available online at <https://protect.iu.edu/police-safety/annual-reports/index.html>. You may also request a physical copy by emailing IU Public Safety at [iups@iu.edu](mailto:iups@iu.edu), or by visiting IUPD.