



Student Employment Application

Personal Information

Name: _____ Today's Date: _____
(Last) (First) (M.I.)

Kent State ID #: _____ KSU Email: _____

Permanent Address: _____
(Street) (City) (State) (Zip)

Local Address: _____
(Street) (City) (State) (Zip)

Phone: _____

Emergency Contact Name: _____

Emergency Contact Phone: _____

Educational Information

Major: _____

Class Standing: _____ Freshman _____ Sophomore _____ Junior _____ Senior _____ Graduate Student

GPA: _____ Anticipated Graduation Date: _____

Availability

Preferred number of hours per week:

less than 10 _____

10 – 15 _____

15+ _____

Semester for which you are applying:

Fall _____

Spring _____

Summer _____

Available work times (list all that apply):

Monday _____

Tuesday _____

Wednesday _____

Thursday _____

Friday _____

Saturday _____

Sunday _____

Specific skills and abilities (check all that apply):

_____ receptionist/phone _____ customer service _____ clerical _____ marketing/graphics

List computer skills (Word, Excel, etc.): _____

List other skills: _____

Position(s) applying for: _____

Previous Work Experience

Organization Name	Employment Dates	Supervisor Name	Phone Number
Job Title & Duties			

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Additional Information

Have you ever been convicted of a felony or misdemeanor (other than traffic violations)?

_____ Yes _____ No

If yes, explain in detail: (Conviction(s) will not necessarily disqualify an individual from employment)

References (can be professional or personal)

Name	Relationship	Years Known
Email Address	Phone Number	May be contacted: <input type="checkbox"/> Yes <input type="checkbox"/> No

Name	Relationship	Years Known
Email Address	Phone Number	May be contacted: <input type="checkbox"/> Yes <input type="checkbox"/> No

Name	Relationship	Years Known
Email Address	Phone Number	May be contacted: <input type="checkbox"/> Yes <input type="checkbox"/> No