

# Wayne Community College

## 2011-2012 Federal Work-Study Program Application

Wayne Community College participates in the Federal Work-Study Program which enables students to earn money to help pay for their educational expenses through part-time employment. Work-study positions are generally available on the college campus and students earn \$7.25 per hour, payable on a monthly basis. Funding is limited; therefore, **submission of an application does not guarantee an offer of employment.**

Have you completed a Free Application for Federal Student Aid (FAFSA)?  Yes  No

To be considered for employment, applicants must: 1) have a completed financial aid file; 2) have unmet financial need; and 3) be in good standing according to WCC's Satisfactory Academic Progress Policy. Additionally, applicants must be currently enrolled or pre-registered for the upcoming semester for a minimum of six credit hours, and be willing to devote 10-15 hours per week to a work-study position.

Please answer all questions. Incomplete applications will not be considered.

### Personal Information (please print clearly)

Name: \_\_\_\_\_ Student ID/SSN: \_\_\_\_\_

Address: \_\_\_\_\_ Phone: \_\_\_\_\_

\_\_\_\_\_ Major: \_\_\_\_\_

E-Mail: \_\_\_\_\_  Freshman  Sophomore

Do you plan to take out Student Loans?  Yes  No Amount: \$ \_\_\_\_\_

Do you expect to receive scholarships?  Yes  No Amount: \$ \_\_\_\_\_

Do you expect to receive VA Benefits?  Yes  No Chapter: \_\_\_\_\_

Type of position desired (please indicate if no preference): \_\_\_\_\_

Have you previously held a work-study position at WCC?  Yes  No

If Yes: Dept: \_\_\_\_\_ Dates: \_\_\_\_\_ to \_\_\_\_\_

Dept: \_\_\_\_\_ Dates: \_\_\_\_\_ to \_\_\_\_\_

Will you be employed off-campus during the academic year?  Yes  No

Do you have reliable transportation?  Yes  No

### Qualifications/Skills (check all that apply)

Computer Skills:  MS Word  MS Excel  MS Powerpoint  MS Access

Other programs/databases: \_\_\_\_\_

Office Skills:  Phone  Filing  Customer Service  Data Entry

Personal Skills:  Self-Motivated  Multi-tasking  Detail Oriented  Communication

Other:  Library Experience  Childcare Experience

Do you have Credentials:  Yes  No

**\*\*Continued on Reverse\*\***

**Previous Work Experience beginning with most recent (if none, write N/A)**

Employer Name: \_\_\_\_\_ Supervisor: \_\_\_\_\_  
Address: \_\_\_\_\_ Phone: \_\_\_\_\_  
\_\_\_\_\_ Dates of Employment: \_\_\_\_\_ to \_\_\_\_\_

Summary of Duties:

Employer Name: \_\_\_\_\_ Supervisor: \_\_\_\_\_  
Address: \_\_\_\_\_ Phone: \_\_\_\_\_  
\_\_\_\_\_ Dates of Employment: \_\_\_\_\_ to \_\_\_\_\_

Summary of Duties:

Employer Name: \_\_\_\_\_ Supervisor: \_\_\_\_\_  
Address: \_\_\_\_\_ Phone: \_\_\_\_\_  
\_\_\_\_\_ Dates of Employment: \_\_\_\_\_ to \_\_\_\_\_

Summary of Duties:

**Personal References (may include WCC Staff or Faculty or off-campus individuals who know you well)**

Name: \_\_\_\_\_ Relationship to You: \_\_\_\_\_ Phone: \_\_\_\_\_  
Name: \_\_\_\_\_ Relationship to You: \_\_\_\_\_ Phone: \_\_\_\_\_

**Certification**

I certify that all information reported by me in this application is TRUE and CORRECT. I understand that this information is being provided for the receipt of federal funds and that false information may result in fines or imprisonment and will disqualify me for employment or be grounds for subsequent dismissal. I authorize investigation of all statements contained herein. I also authorize the employers and/or references listed to release any and all information concerning my previous employment and any pertinent information they may have and release all parties from any liability for any damages that may result from furnishing such information.

Signature of Applicant: \_\_\_\_\_ Date: \_\_\_\_\_

*Wayne Community College is an equal opportunity employer; and does not and will not discriminate on the basis of race, religion, national origin, sex, age, or disability and accommodates the needs of individuals with disabilities. Wayne Community College is committed to providing students, employees and visitors with a clean, safe and healthy environment. As of August 1, 2009, the Wayne Community College campus is tobacco free.*

RETURN COMPLETED APPLICATION TO:

**Wayne Community College  
Financial Aid Office  
Post Office Box 8002  
Goldsboro, NC 27533-8002**

**Financial Aid Office Use Only**

Unmet Need: \$ \_\_\_\_\_

Eligible for Work-Study:  Yes  No

SAP Status: \_\_\_\_\_

FA Office Signature: \_\_\_\_\_