

DIRECTIONS

1. Write your name in the top right corner of the paper.
2. Fold the paper in half by bringing the top right corner to meet the top left corner and the bottom right corner to meet the bottom left corner.
3. Unfold the paper.
4. Tear off the bottom left corner of this paper.
5. Stand up.
6. Turn around in a circle.
7. Sit down.
8. Poke two holes in the middle of the paper.
9. Look through the holes.
10. Ignore directions three through nine on this paper.

SAMPLE JOB APPLICATION

(PLEASE PRINT CLEARLY)

For Office Use Only
Locations Positions

Position(s) applied for: _____

Were you previously employed by us? _____ If yes, when? _____

If your application is considered favorably, on what date will you be available for work?

PERSONAL

Name: _____ Social Security Number: _____

Present Address: _____ Telephone Number: _____

Are you legally eligible for employment in the USA? _____ (If yes, verification required.)

Are you of the legal age to work? _____

LIST YOUR EMPLOYMENT HISTORY BELOW, BEGINNING WITH YOUR MOST RECENT JOB:

Name and Address of Company and Type of Business	From Mo. Yr.	To Mo. Yr.	Starting Salary	Last Salary	Reason for Leaving
	Describe the work you did:				
Telephone:					

Name and Address of Company and Type of Business	From Mo. Yr.	To Mo. Yr.	Starting Salary	Last Salary	Reason for Leaving
	Describe the work you did:				
Telephone:					

Circle Highest Grade of School Completed 7 8 9 10 11 12	Higher Education:
---------------------------------------------------------------------------	-------------------

I hereby give permission to contact the employers listed above concerning my prior work experience.

Signature _____ Date _____/_____/_____

SAMPLE UNDERGRADUATE APPLICATION FOR ADMISSION

THIS APPLICATION MUST BE ACCOMPANIED BY A \$25.00 APPLICATION FEE.

Social Security Number _____ - _____ - _____
 Name (last, first, middle) _____
 Permanent Address _____
 City _____ State _____ ZIP _____ Phone (____) _____ - _____
 Mailing Address (if different from above) _____
 City _____ State _____ ZIP _____ Phone (____) _____ - _____
 Birth date (day/month/year) ____/____/____ Gender _____
 Ethnic Origin (*Optional*. Response to this question will not affect the admissions decision.)
☐ White (Non-Hispanic)
☐ Black (Non-Hispanic)
☐ Latino/Hispanic
☐ American Indian or Alaskan Native
☐ Asian or Pacific Islander
☐ U.S. Citizen ☐ Non-U.S. Citizen
☐ Perm. Resident Alien
 (Alien Registration Number) _____
 In case of emergency, contact: ☐ Parent ☐ Guardian ☐ Spouse
 Name _____ Phone (____) _____ - _____
 Address _____
 City _____ State _____ ZIP _____
 Home Phone (____) _____ - _____
 Applying as: ☐ Freshman ☐ Transfer Applying for: ☐ Fall ☐ Spring ☐ Summer
 Intended Major _____

SCHOOLS ATTENDED:

School Name	City, State	Dates Attended	Degrees	Honors Earned

THIS APPLICATION MUST BE SIGNED.

I understand that withholding information requested on this application or giving false information may make me ineligible for admission to the University or subject to dismissal. I certify that the information provided on this application is correct and complete.

Signature _____ Date ____/____/____