



CALIFORNIA STATE UNIVERSITY, LOS ANGELES

STUDENT EMPLOYMENT APPLICATION

Please type or write legibly in blue or black ink only.

DATE

JOB ID	JOB TITLE	DEPARTMENT
TYPE	Student Assistant	Federal Work-Study (FWS) Attach Financial Aid Award Letter *

PERSONAL INFORMATION

Name	Last	First	Middle Initial	CIN
Address	Number & Street	Unit #	City	Zip code
Cell Phone	Alternate Phone	E-mail		
Are you over 18 years old?	Yes	No	If no, a work permit may be required at time of hire.	
If hired, can you provide evidence that you are legally authorized to work in the U.S.?	Yes	No		
* Do you have any existing CSU employment including UAS, ASI or U-SU?	Yes	No	If yes, please list	
If you are related to anyone employed by Cal State LA, please provide the following:				
Name	Relationship	Department		

EDUCATION

Post-Secondary Education	Major/Career Goal	From Mo/Yr	To Mo/Yr	Degree? Y/N	Last Term GPA	
California State University, Los Angeles						
* In how many units are you currently enrolled?	Academic Level	Freshman	Sophomore	Junior	Senior	Graduate

SKILLS

Valid Licenses/Certificates			
Keyboarding WPM	Office Machines		
Computer Programs			
Languages	Spoken	Read	Written

EMPLOYMENT INFORMATION

List current position first

(Include full-time, part-time, cooperative education, internships, volunteer, summer work and any military service.)

Employer	Name, City & Phone Number		
Position Title	Hrs/Wk	From Mo/Yr	To Mo/Yr
Reason for leaving			
Job Duties			

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EMPLOYMENT INFORMATION (Continued)			
Employer <i>Name, City & Phone Number</i>			
Position Title	Hrs/Wk	From Mo/Yr	To Mo/Yr
Reason for leaving			
Job Duties			
Employer <i>Name, Address & Phone Number</i>			
Position Title	Hrs/Wk	From Mo/Yr	To Mo/Yr
Reason for leaving			
Job Duties			
<i>You may attach a résumé and other additional documentation to this application.</i>			
May we contact your current supervisor? Yes No			If employed under other name(s), please list:
Supervisor name & phone			
Have you ever been discharged from any position(s)? Yes No If yes, please explain:			

CLASS SCHEDULE											
(Mark the times that you are NOT AVAILABLE TO WORK)											
DAY	8-9	9-10	10-11	11-12	12-1	1-2	2-3	3-4	4-6	6-8	AFTER 8
Monday											
Tuesday											
Wednesday											
Thursday											
Friday											
Saturday											
Sunday											
Are you available to work a night shift if required? Yes No						Are you available to work weekends? Yes No					
Are you available to work a graveyard shift if required? Yes No						If required, do you have a valid CA driver license? Yes No					

ADDITIONAL INFORMATION
Briefly describe your qualifications for the position by virtue of your education, experience and/or interest.
Activities (including honors, clubs, sports, hobbies, etc.)

I authorize hiring departments to verify my enrollment and current GPA at Cal State LA to determine my eligibility for student employment. In addition, I attest that I will be enrolled at least half-time and maintain a minimum GPA of 2.0 per term upon hire and during my employment. If selected for employment, I agree to a background check and/or to undergo a medical examination should the position require.

Signature _____ **Date** _____

California State University, Los Angeles is an equal opportunity employer subject to all state, federal and CSU regulations pertaining to non-discrimination based on gender, sex, sexual orientation, race, national origin, religion, disability, marital status, age and veteran status. Upon request, reasonable accommodation will be provided to individuals with protected disabilities to (a) complete the employment process and (b) perform essential job functions when this does not cause undue hardship.