Application for Student Employment

General Information

<table>
<thead>
<tr>
<th>Name</th>
<th>Date of Application</th>
</tr>
</thead>
<tbody>
<tr>
<td>Local Address</td>
<td></td>
</tr>
<tr>
<td>City</td>
<td>State</td>
</tr>
<tr>
<td>Local Telephone</td>
<td>Cellular Number</td>
</tr>
</tbody>
</table>

Major Year (e.g. Freshman, Sophomore, etc.) Have you received an award for Federal Work Study For 2014-2015 __________ If “no” please proceed to Office of Financial Aid.

Employment Experience

Please provide information of your past jobs, assignments or activities

<table>
<thead>
<tr>
<th>Employer</th>
<th>Job Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>Dates of Employment</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Employer</th>
<th>Job Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>Dates of Employment</td>
<td></td>
</tr>
</tbody>
</table>

Job description/ Major Duties

Skills and Qualifications

Summarize any special training, skills, licenses and or certificates that may qualify you as being able to perform job related functions. If you have computer skills, please list software knowledge.

__________________________________________________________________
__________________________________________________________________
__________________________________________________________________
__________________________________________________________________
Application for Student Employment

Additional Information
Please provide any additional information which would be relevant to job placement.
__________________________________________________________________
__________________________________________________________________
__________________________________________________________________
__________________________________________________________________

What types of position are you most qualified for and interested in?
__________________________________________________________________
__________________________________________________________________
__________________________________________________________________
__________________________________________________________________

Acknowledgement – please read carefully and thoroughly before signing
I certify that I have given true, accurate and complete information on this form to the best of my knowledge. False information will be sufficient reason for dismissal. I understand that Manhattan School of Music does not discriminate in employment and no question on this application is used for the purpose of limiting or excusing any applicant from consideration for employment on a basis prohibited by applicable local, state or federal law.

I understand that if I am an international student that I am required to follow the BCIS F-1 Regulation [8 C.F.R. 214.2(f)(9)(i)] which stipulates that international students are authorized to work only on-campus up to 20 hours per week while school is in session and up to 40 hours per week when school is not in session. Failure to abide by this regulation will result in a violation of my F-1 status and I may lose my right to remain in the United States.

I understand that if I am hired, I will be required to provide proof of identity and legal authority to work in the United States and to complete an I-9 form and to sign the Family Education Rights and Privacy Act Statement of Non-Disclosure Agreement for Student Employees.

Signature of Applicant __________________________ Date: __________________

For Office Use Only:

Position Title: ____________________________________________________________

___ Student Worker ___ Internship ___ Doctoral Assistant

___ Volunteer ___ Other ___ Resident Assistant

Hiring Manager’s Signature: __________________________ Date: __________________

Dean of Student’s Signature: __________________________ Date: __________________