

Student Employment Application

The information requested below will be used solely to assist the student employment office in matching student interests and qualifications with available jobs. Your answers to these elements will not disqualify you from any position unless the element has been judged to be bona fide occupational qualifications for a specific position

Date / /

Northeastern Illinois University

5500 N. St. Louis Avenue
Chicago, Illinois 60625-4699

Please fill out completely and print

___ Off Campus ___ Off Campus WK Study ___ Resume/Contact sheet ___ Copy to C330
On File

____/____/____
Social Security #

Student ID #

E-Mail Address

(1) ___ Mr. (2) ___ Miss. (3) ___ Mrs. (4) ___ Ms.

Last Name

First Name and Initial

Street Address

City

State

Zip Code

Area Code and Numbers

Day Phone - -

Pager Number _____

Evening Phone _____ - _____ - _____

Fax Number _____

I attest, under penalty of perjury, that I am : (Check one of the following)

____ (1) A U.S. Citizen ____ (2) A Permanent resident ____ (3) On a foreign student visa

(4) Other _____

I am:

Enrolled as a(n): Undergraduate ____ (1) Graduate ____ (2) Student-At-Large ____ (3)

Enrolled as a(n): Arts & Science ____ (1) Business ____ (2) Non-traditional ____ (3)

Education: General ____ (4) Elementary ____ (5) Secondary ____ (6)

My major(s) is or likely will be:

Check if Declared

My minor(s) is or likely will be:

Class: Freshman ____ (1) Sophomore ____ (2) Junior ____ (3) Senior ____ (4) Graduate ____ (5)

My estimated date of graduation: Summer ____ (1) Fall ____ (2) Spring ____ (3) of _____

I hold the following degree(s), license(s), or certificate(s):

(Ex: AA degree /CPR/ WSI /1st aid /BA degree /Early Childhood Certificates)

My current semester credit hour enrollment is: _____

My total accumulated completed credit hours are: _____

My cumulative grade point average on a scale is: _____

I have completed the following credit hours in:

All Business Courses: _____

Accounting Courses: _____

Tax Courses: _____

All Education Courses: _____

Early Chld. Courses: _____

Special Ed

All Social Science

All Information

Courses: _____

Courses: _____

Courses: _____

I have completed the following computer programming language courses:

(Check only those completed)

Basic: ____ Pascal: ____ Cobol: ____ Advanced Cobol: ____ Fortran: ____

PL/1: ____ APL: ____ Assembler: ____ Advanced Assembler: ____ ADA: ____

C Language: ____ Other: _____

Last work experience with computer, software/hardware: _____

I have knowledge of the following language(s): *Include English.*

Rank the languages by ability. That is, most fluent first and check the box that describes your ability in the language.

	Language	Fluent	Limited Fluency
1 st	_____	_____	_____
2 nd	_____	_____	_____
3 rd	_____	_____	_____

I have the following:

Drivers license only _____ (1)

Chauffeurs license only _____ (2)

Drivers license & car _____ (3)

Chauffeurs license & car _____ (4)

List any skills:

List below your last two jobs or volunteer work experiences: *In the U.S. or elsewhere.*

Last position first.

Company name: _____

Employed from: _____ To _____
Mo/Yr Mo/Yr

_____ Paid work

_____ Volunteer work

Duties performed (describe):

Company name: _____

Employed from: _____ To _____
Mo/Yr Mo/Yr

_____ Paid work

_____ Volunteer work

Duties performed (describe):

Do you have experience in tax preparation?: If yes, check _____

I am interested in the following:

_____ Co-Op _____ Internship _____ Career Counseling _____ Resume Preparation

Note: *The Illinois job service assists the student employment office in placing NEIU students in jobs. Are you willing to make this application available to the service?:*

_____ Yes (1) _____ No (2)

Student's Signature: _____ **Date:** _____