



APPLICATION FOR EMPLOYMENT STUDENT

West Virginia State University Research and Development Corporation is
An Equal Opportunity/Affirmative Action Employer

New Assignment Returning Employee (Complete This Page Only)

NAME OF STUDENT APPLICANT: _____
Last First MI

ADDRESS: _____
Street City State Zip Code

TELEPHONE (HOME): _____ (CELL): _____ SS# _____

EMAIL ADDRESS: _____

POSITION APPLIED FOR: _____

HAVE YOU BEEN PACKAGED FOR FINANCIAL AID AT WEST VIRGINIA STATE UNIVERSITY? YES NO

IF YES, HAVE YOU BEEN AWARDED WORK STUDY EMPLOYMENT? YES NO

CREDIT HOURS IN WHICH ENROLLMENT THIS TERM: _____ APPLYING FOR: FALL SPRING SUMMER

APPLICANT SIGNATURE: _____ DATE _____

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TO BE COMPLETED BY THE SELECTING SUPERVISOR

ADMINISTRATIVE AREA: _____ DEPARTMENT: _____

WORK SITE: _____ MAXIMUM HOURS: _____ SCHEDULE: _____

REASON FOR HIRE: _____ FUNDING SOURCE: _____

BEGINNING DATE: _____ ENDING DATE: _____ RATE OF PAY: _____

REQUESTED BY (SUPERVISOR'S NAME): _____
Print Name Signature Date

SUPERVISOR'S CONTACT NUMBER: _____

REQUESTED BY (DIRECTOR/VP/DEAN): _____
Print Name Signature Date

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APPROVALS

Signature Date Budget Office (Approval Donates Sufficient Funding)

Signature Date Associate Vice President for Business and Finance, RPS

Signature Date Director of Payroll and Benefits (302 ACEOP Admin)