** HR USE ONLY **	
GPA	Registered

Print Form

Student Employment Application

ROCHESTER COLLEGE

Date:

800 W. Avon Road
Rochester Hills, MI
48307

Phone: 248-218-2011
Fax: 248-218-2025

www.rc.edu

Name:	
Address:	
City/State/Province:	
Zip/Postal Code:	
Phone #:	

***** You will be contacted via your RC e-mail address. Please make sure to check that account regularly!*****

Applying to work during which semester (check all that apply): ☐ Fall ☐ Spring ☐ Summer

Preferred Position

1st Choice	
2nd Choice	
3rd Choice	

Due to limited opportunities, preferred position may be unavailable.

Are you willing to accept a position other than the choices listed above? ◯ yes ◯ no

Previous Employment

Name of Employer:	
Name of last supervisor:	
Phone #:	

Dates of employment: From: To:

List the duties performed, skills used or learned, advancements, or promotions while you worked at this company:

May we contact this employer: ◯ yes ◯ no

Continue on the next page

Have you ever been convicted of a crime? ◯ yes ◯ no

If yes, please explain:

Do you have a driver's license? ◯ yes ◯ no

State of Issue:

Have you had any accidents in the past 3 years? ◯ yes ◯ no How Many?

Have you had any moving violations in the past 3 years? ◯ yes ◯ no How Many?

Computer: ◯ PC ◯ Mac ◯ Both

Computer Applications (list all you are proficient in):

Skills or Experience that may be useful in desired position:

Agreement:

General Information: The information set forth in my application is true and complete. In understand making false statements or omitting pertinent facts on this application will be considered sufficient cause for rejection of this application or dismissal from employment. I understand the issuance of this application does not indicate there are any positions available and does not in any way obligate Rochester College to hire me. If hired, I am willing to abide by all present and future rules and regulations of Rochester College. I am also aware and understand the mission of Rochester College and am willing and able to uphold the ideals of the college in my daily living. I understand this application will remain active for twelve months unless I notify Rochester College otherwise.

Release of Personal Information: I hereby authorize Rochester College to collect, store, transfer and purge my personal information. I understand Rochester College may request additional information for the purpose, use and choices related to the personal information. Release for Reference Checks: I authorize Rochester College to contact my previous employers for work related references.

Rochester College does not discriminate on the basis of race, color, gender, age, disability or national origin in the execution of its educational programs, activities, employment or admission policies except where necessitated by specific religions tenets held by the institution and its controlling body.

Applicant Signature:

Student Financial Services Use Only

Work Study Eligible: ◯ yes ◯ no

Amount Eligible Fall semester: $ Amount Eligible Spring semester: $

Financial Services Officer: