



Work Study Employment Application
Nicolet Area Technical College Financial Aid Office
P.O. Box 518, Co. Hwy. G, Rhineland, WI 54501
(715) 365-4423 or 1-800-544-3039, ext. 4423
Fax: (715) 365-4918
Web site: www.nicoletcollege.edu

Applicants are considered for all positions without regard to sex, race, color, religion, creed, gender, national or ethnic origin, sexual orientation, age, marital or veteran status, disability, or other classifications protected by law.

Full Name _____
Last First Middle

Former name _____ Preferred name _____

Email Address _____ Student ID# _____

Address _____
Number Street

City County State Zip Code

Telephone **Day** (____) _____ Telephone **Evening** (____) _____

What is your program area? _____

Have you been employed here before? Yes No

If yes, give date and position _____

Potential areas for work study:

1. _____
2. _____
3. _____

List your work experience.

1. _____.
2. _____.
3. _____.

For the purposes of a potential background check, please list the states within which you have lived in the past 7 years:

Have you ever been convicted of a crime or do you currently have criminal charges pending? _____
If yes, please provide additional detail: (NOTE: Convictions and/or pending charges will not necessarily disqualify applicant from employment. Circumstances of the offense will be considered as they relate to the position.)

Have you been convicted for the possession or sale of illegal drugs for an offense that occurred while you were receiving federal student aid (such as grants, loans, or work-study)? Yes* No

***IF YES, YOU MUST CONTACT FINANCIAL AID OFFICE FOR FURTHER INSTRUCTIONS.**

Do you have a valid driver's license? Yes No

Do you have any limitations which would preclude or hinder you in performing the essential functions/duties of the job for which you are applying? Yes No

If yes, please describe: _____.

APPLICANT'S STATEMENT

I certify that all of the information provided is true and complete to the best of my knowledge. I understand that this application is not, nor intended to be a contract of employment. I understand that false or misleading information given in my application or interview(s) may disqualify me from consideration for hire or may result in discharge. I also understand that I am required to abide by all rules and regulations of the College. As a public employer, this application and other employment materials you provide may be considered public records open to inspection under Wisconsin's public records law. Also, if applicable to a position, a criminal background check may be required.

Signature of Applicant

Date

NAME (please print): _____

CONFIDENTIALITY/ETHICALITY AGREEMENT

I acknowledge that certain information relating to work assigned by Nicolet Area Technical College is confidential, including, but not limited to, records contained in student and employee files. I agree that such information shall remain confidential, and that I will act in accordance with the highest of ethical standards.

I understand that sharing of confidential information is a violation of policy, as is the removal or duplication of student and employee records. Furthermore, the removal of employer property, either tangible or intangible, is unlawful and will result in immediate dismissal and/or criminal prosecution. I also understand that I may be held personally liable for breach of confidentiality of information.

Verified failure to comply with confidentiality and high ethical standards will result in termination of employment.

Signature of Applicant

Date