

# WORK-STUDY EMPLOYMENT APPLICATION

## **FWS Application Steps**

Step 1. Complete FWS Application

Step 2. Submit FWS Application to MSC Financial Aid to verify eligibility

Step 3. Find a job and meet with position supervisor for position approval

Step 4. Submit Background Check Consent Form located on MSC website

Step 5

**Prior Work Experience** (list current or most recent first)

Employer	Dates of Employment	Job Duties

I am seeking work-study employment for Fall: \_\_\_\_\_ Spring: \_\_\_\_\_ Summer: \_\_\_\_\_

FWS Department of interest: \_\_\_\_\_

Please read the following information carefully, then sign and date below.

**ACCURACY OF INFORMATION:** Please review to make sure all parts are correct and complete. Understand that eligibility will be based on the information contained on this application.

**FALSIFICATION OF INFORMATION:** I hereby certify that all statements made on this application are true and correct and I understand that any false statement made by me on this application could cause me to be ineligible for employment or terminated from employment.

Application materials received from applicants become the property of Murray State College. Materials for applicants who are not chosen to fill a position will remain on file only for the time limit stipulated in

## **MSC Federal Work Study Student Employee Confidentiality Agreement**

As a student employee of Murray State College (MSC), you may have access to information that is made confidential by federal law, such as the Family Educational Rights and Privacy Act (FERPA), 20 U.S.C. §1232g, or state law, or other College rules