

SUMMER CONFERENCE ASSISTANT APPLICATION
2009 Summer

All Applications should be emailed to reslife@umbc.edu with the subject line: Summer Staff Application

Conference Assistant Application Deadline: April 3, 2009

After applications are reviewed, those applicants best suited for all summer positions will be contacted via email for an interview. Complete the application fully, answering all questions to the best of your ability. Additional copies are available on-line at <http://www.umbc.edu/reslife>

Applicant's Full Name: <i>(Last, First)</i>		Student ID Number:	
Campus Address:		Campus Phone:	
Permanent Address, City, State, ZIP:		Permanent Phone:	
E-Mail Address:		Mobile Phone: (Optional)	

QUESTIONS

CIRCLE ANSWER

Will you be a full-time student at UMBC in Fall 2009?	Yes	No
Previous employment in Residential Life?	Yes	No
Previous employment in Residential Life conference/summer staff?	Yes	No
Summer employment for most staff ends August 14, 2009		
Would you be interested in working beyond that date?	Yes	No
Are you planning to take any summer school classes? (If yes, you are only eligible for the Project Assistant position)	Yes	No
Will you be able to start work on May 22, 2009?	Yes	No

EDUCATION (Minimum Cumulative GPA of 2.25 Required)

PLEASE ATTACH AN UNOFFICIAL COPY OF YOUR CURRENT TRANSCRIPT FROM myUMBC.

Class Standing: <i>(Sophomore, etc.)</i>		Major:	
Cumulative GPA:		Last Semester GPA:	
Total Credits Earned:		Anticipated Graduation:	

SUMMER STAFF POSITION APPLICATION
2009 Summer

LAST NAME: _____

EMPLOYMENT

LIST EMPLOYMENT HISTORY, BEGINNING WITH MOST RECENT JOB.

Employer and Phone#:	Position Held:	Dates of Employment:	Duties:

ACTIVITIES

List all activities, student organizations, and leadership roles you are currently involved in or have been involved in:

List all activities, on or off campus, you plan on participating in during summer 2009. Include SGA, Intercollegiate or Club Athletics, Student Teaching, Internships, Community Service, etc. **Participation in some activities may be limited or restricted. Contact Residential Life for more information.**

STUDENT CONDUCT HISTORY

Have you ever gone through the Residential Life or Student Conduct process for a Residential Life or UMBC Code of Student Conduct violation? Yes _____ No _____

If yes, list the outcome of the alleged rule violations and any sanctions that were imposed. This information will be verified by the Residential Life Office.

REFERENCES

List the names and phone numbers of two or three people who would be willing to act as a reference for you. The references should not be a friend, or relative. At least one of your references should be a UMBC Residential Life employee.

Name _____ Phone _____

Name _____ Phone _____

Name _____ Phone _____

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IMPORTANT INFORMATION ABOUT FINANCIAL AIDE

If you are selected for employment and you are receiving financial aid, your award may be adjusted. Contact the Financial Aid Office (Albin O. Kuhn Library, Pondsides, 5-2387) for further information.

TERMS OF APPLICATION AND EMPLOYMENT:

I hereby certify that the above statements are correct. I understand that by falsifying this document, I disqualify myself from further consideration for the position. By affixing my signature hereunder, I authorize Residential Life professional staff to verify the information requested above with the UMBC Registrar, the appropriate UMBC professional staff, and those other supervisors and references listed. I understand that the selection committee chair will be verifying my grades and judicial records.

If hired, I understand that my job is subject to regular evaluation by Residential Life Staff; failure to comply with Departmental standards as outlined in the appropriate job description and staff manual may result in termination.

Electronic Signature of Applicant

Date

**PLEASE EMAIL THIS APPLICATION TO RESLIFE@UMBC.EDU,
By Monday February 2, 2009 if you are interested in a manager position or
By Monday February 16, 2009 if you are interested in a summer staff position.**

Residential Life is an Equal Opportunity Employer. Applicants will not be discriminated against on the basis of Race, National Origin, Creed, Religious Affiliation, Sex, Sexual Orientation, or Physical Ability