

# WORK STUDY PLACEMENT FORM for 2012-13

**In order to assign you a position that matches your experience and desires, please take time to complete the entire form. Should you have any questions, please call Laura Saville at 540-665-4533 or e-mail lsaville@su.edu**

NAME \_\_\_\_\_ DATE \_\_\_\_\_

ADDRESS \_\_\_\_\_

E-MAIL ADDRESS \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_  
STUDENT ID # \_\_\_\_\_

TELEPHONE # \_\_\_\_\_ CELL # \_\_\_\_\_ RESIDENTIAL  COMMUTING

YEAR (Fr., So., Jr., Sr.) \_\_\_\_\_ MAJOR \_\_\_\_\_

**Returning Work-Study Students Only:** If you wish to return to your previous work-study assignment with the stipulation that your supervisor requests you back, **COMPLETE THIS SECTION ONLY.**

What was your previous department? \_\_\_\_\_ Supervisor? \_\_\_\_\_

**New Students & Returning Students without Previous Work-Study Assignments:** Please answer the following questions as completely as possible.

**What skills or qualifications do you possess?** \_\_\_\_\_  
\_\_\_\_\_

**Do you have any previous work experience or hobbies that will help us assign you a work-study position?** \_\_\_\_\_

**Do you play sports? If so, which one(s):** \_\_\_\_\_ **Instruments?** \_\_\_\_\_

The following is a list of departments that work-study students can be assigned. Please indicate which department(s) appeals to you.

Conservatory	Offices	Arts & Sciences	Student Center	Other
<input type="checkbox"/> Cons. Office	<input type="checkbox"/> Financial Aid	<input type="checkbox"/> Arts & Science Off.	<input type="checkbox"/> Campus Mail	<input type="checkbox"/> Athletics
<input type="checkbox"/> Music Therapy	<input type="checkbox"/> Student Accounts	<input type="checkbox"/> Education	<input type="checkbox"/> Food Service	<input type="checkbox"/> Bulk Mail
<input type="checkbox"/> Music Education Lab	<input type="checkbox"/> Registrar's Office	<input type="checkbox"/> TV Station	<input type="checkbox"/> Facility/Operations	<input type="checkbox"/> Chapel/Spiritual Life
<input type="checkbox"/> Mac Lab	<input type="checkbox"/> Admissions Office	<input type="checkbox"/> Environ. Studies	<input type="checkbox"/> Information Desk	<input type="checkbox"/> Library
<input type="checkbox"/> Instrumental Dept.	<input type="checkbox"/> Auxiliary Services	<input type="checkbox"/> History	<input type="checkbox"/> Fitness Room	<input type="checkbox"/> Media Center
<input type="checkbox"/> Recording Studio	<input type="checkbox"/> Business Office	<input type="checkbox"/> Foreign Languages	<input type="checkbox"/> Game Room	<input type="checkbox"/> Career Services
<input type="checkbox"/> Scene Shop	<input type="checkbox"/> Business School	<input type="checkbox"/> Mass Comm.	<input type="checkbox"/> Intramural/Rec.	<input type="checkbox"/> Academic Enrichment
<input type="checkbox"/> Vocal Department	<input type="checkbox"/> Institutional Research	<input type="checkbox"/> Criminal Justice	<input type="checkbox"/> Sports	<input type="checkbox"/> History & Tourism Ctr. (Davis Hall)
<input type="checkbox"/> Concert Setup	<input type="checkbox"/> Human Resources	<input type="checkbox"/> Biology		<input type="checkbox"/> Wellness Center
<input type="checkbox"/> Costume Shop	<input type="checkbox"/> Physical Plant Office	<input type="checkbox"/> Chemistry		<input type="checkbox"/> ESL Tutoring
<input type="checkbox"/> Box Office	<input type="checkbox"/> Global Education			<input type="checkbox"/> Computer Center
<input type="checkbox"/> Graphic Design	<input type="checkbox"/> Lifelong Learning Ctr			<input type="checkbox"/> The Doah newspaper
<input type="checkbox"/> Cons. Admissions	<input type="checkbox"/> Study Abroad Prog.			<input type="checkbox"/> Residence Life
<input type="checkbox"/> Dance Department	<input type="checkbox"/> VP, Academic Affairs			<input type="checkbox"/> Ctr for Public Services & Scholarship
<input type="checkbox"/> Upstream Radio	<input type="checkbox"/> VP, Admin./Finance			<input type="checkbox"/> Athletic Training
	<input type="checkbox"/> VP, Student Life			<input type="checkbox"/> Writing Ctr (interview req)
	<input type="checkbox"/> VP, Enroll Mgmt & Student Success			<input type="checkbox"/> SU Outdoors

**Off campus positions:**

- \_\_\_ Winchester Medical Campus in Winchester (**Nursing/Lab, Pharmacy, Respiratory Care, Physician Assistant, Library**)
- \_\_\_ Cork Street Campus in Winchester (**Occupational and Physical Therapy**)
- \_\_\_ Shenandoah University Childcare Center on Rt. 7 in Winchester
- \_\_\_ Leesburg Campus in Leesburg, VA
- \_\_\_ Bowman Building in downtown Winchester (**School of Education, Education Outreach, Public Relations, Accounts Payable, Payroll Office**)
- \_\_\_ Feltner Building (**Advancement, Alumni, Museum**)
- \_\_\_ John Kerr Building in downtown Winchester (**Shenandoah Conservatory Arts Academy**)

**IMPORTANT: Please complete this form if you wish to accept work study. Draw a line through work study on your award letter if you do NOT want work study. Return to the Financial Aid Office as soon as possible.**