# DIRECTIONS

1.  Write your name in the top right corner of the paper.

2.  Fold the paper in half by bringing the top right corner to meet the top left corner and the bottom right corner to meet the bottom left corner.

3.  Unfold the paper.

4.  Tear off the bottom left corner of this paper.

5.  Stand up.

6.  Turn around in a circle.

7.  Sit down.

8.  Poke two holes in the middle of the paper.

9.  Look through the holes.

10.  Ignore directions three through nine on this paper.

# SAMPLE JOB APPLICATION

**(PLEASE PRINT CLEARLY)**

For Office Use Only
Locations     Positions
_____     _____

Position(s) applied for: _____

Were you previously employed by us? _____ If yes, when? _____

If your application is considered favorably, on what date will you be available for work?

_____

## PERSONAL

Name: _____ Social Security Number: _____

Present Address: _____ Telephone Number: _____

Are you legally eligible for employment in the USA? _____ (If yes, verification required.)

Are you of the legal age to work? _____

### LIST YOUR EMPLOYMENT HISTORY BELOW, BEGINNING WITH YOUR MOST RECENT JOB:

| Name and Address of Company and Type of Business | From Mo. Yr. | To Mo. Yr. | Starting Salary | Last Salary | Reason for Leaving |
|---|---|---|---|---|---|
| | | | | | |
| | Describe the work you did: | | | | |
| | | | | | |
| Telephone: | | | | | |

| Name and Address of Company and Type of Business | From Mo. Yr. | To Mo. Yr. | Starting Salary | Last Salary | Reason for Leaving |
|---|---|---|---|---|---|
| | | | | | |
| | Describe the work you did: | | | | |
| | | | | | |
| Telephone: | | | | | |

| Circle Highest Grade of School Completed   7   8   9   10   11   12 | Higher Education: |
|---|---|

I hereby give permission to contact the employers listed above concerning my prior work experience.

Signature _____ Date _____ / _____ / _____

**OVERCOMING OBSTACLES®**

# SAMPLE UNDERGRADUATE APPLICATION FOR ADMISSION

**THIS APPLICATION MUST BE ACCOMPANIED BY A $25.00 APPLICATION FEE.**

Social Security Number _____-_____-_____
Name (last, first, middle) _____
Permanent Address _____
City _____ State _____ ZIP _____ Phone (____)_____- _____
Mailing Address (if different from above) _____
City _____ State _____ ZIP _____ Phone (____)_____- _____
Birth date (day/month/year) ____/____/____  Gender _____
Ethnic Origin (*Optional.* Response to this question will not affect the admissions decision.)
 ☐ White (Non-Hispanic)
 ☐ Black (Non-Hispanic)
 ☐ Latino/Hispanic
 ☐ American Indian or Alaskan Native
 ☐ Asian or Pacific Islander
☐ U.S. Citizen  ☐ Non-U.S. Citizen
☐ Perm. Resident Alien
(Alien Registration Number)_____
In case of emergency, contact: ☐ Parent ☐ Guardian ☐ Spouse
Name _____ Phone (____)_____- _____
Address _____
City _____ State _____ZIP _____
Home Phone (____) _____- _____
Applying as: ☐ Freshman ☐ Transfer Applying for: ☐ Fall ☐ Spring ☐ Summer
Intended Major _____

## SCHOOLS ATTENDED:

| School Name | City, State | Dates Attended | Degrees | Honors Earned |
|---|---|---|---|---|
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |

## THIS APPLICATION MUST BE SIGNED.

I understand that withholding information requested on this application or giving false information may make me ineligible for admission to the University or subject to dismissal. I certify that the information provided on this application is correct and complete.

Signature _____ Date _____/_____/_____