YSU
CENTER FOR STUDENT PROGRESS

**Supplemental Instruction and Student Tutorial Services
EMPLOYMENT APPLICATION**

**Minimum Requirements:**

1. Minimum overall GPA of 3.0
2. Be enrolled in the current semester
3. Have at least one term of experience as a YSU student
4. Be available to work an established schedule for the remainder of the semester
5. Excellent interpersonal and communication skills

**What position are you interested in?**

 **🞏 Tutor 🞏 SI Leader 🞏 Both**

**Personal Information:**

Name: (Last) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (First) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Banner ID#: \_\_\_\_\_\_\_\_\_\_\_\_\_\_

Address\*: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

(Street Address, City, State, Zip Code)

E-mail: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Home phone\*: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Cell Phone: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\*If living in a residence hall, use that phone # and address.

**Academic Information:**

Academic Major: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ YSU GPA: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Classification (please circle): FR SO JR SR GR

Hours currently enrolled: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Number of semester hours completed: \_\_\_\_\_\_\_\_\_\_\_\_\_\_

Projected graduation date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Work Experience:** (Please begin with most recent employer)

|  |  |  |  |
| --- | --- | --- | --- |
| **Employer Name** | **Type of Employment** | **Start Date** | **End Date** |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |

**Please answer the following questions:**

1. Why are you interested in becoming a tutor/SI Leader?
2. What experiences have you had that would help you to be an effective tutor/SI Leader?
3. Please list all courses you believe you are qualified to tutor or provide SI support (list professor names when possible):
4. How many hours per week are you interested in working?

**Availability for \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (semester)**

**Please place a check mark in the times that you are available to work:**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Time** | **Monday** | **Tuesday** | **Wednesday** | **Thursday** | **Friday** |
| 8:00 am |  |  |  |  |  |
| 9:00 am |  |  |  |  |  |
| 10:00 a m |  |  |  |  |  |
| 11:00 am |  |  |  |  |  |
| 12:00 pm |  |  |  |  |  |
| 1:00 pm |  |  |  |  |  |
| 2:00 pm |  |  |  |  |  |
| 3:00 pm |  |  |  |  |  |
| 4:00 pm |  |  |  |  | **n/a** |
| 5:00 pm |  |  |  |  | **n/a** |
| 6:00 pm | **n/a** | **n/a** | **n/a** | **n/a** | **n/a** |

**Recommendations:**

You must include at least one written recommendation from an individual who can speak to your qualifications for the desired position. This letter must come from an instructor or staff member in your academic area and should contain a supportive statement about your academic and interpersonal skills.

Letters may be sent (electronically or through campus mail) to **either or both**:

Michael Greco, M.A. Chelsea Thompson, MS Ed

Asst. Director, Student Tutorial Services Interim Asst. Director, Supplemental Instruction (SI) Services

Center for Student Progress Center for Student Progress

Kilcawley Center Kilcawley Center

magreco01@ysu.edu cthompson@ysu.edu

330-941-2956 330-941-2375

**From whom will you be requesting this letter of recommendation?** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Interviews:**

Not all applicants will be interviewed, as tutors and SI Leaders are hired based on need. Applicants selected for an interview will be notified and an interview will be scheduled. This application must be completed, in full, before you will be considered for an interview.

*The information provided on this form is accurate and complete. I authorize the staff member(s) responsible for the selection process to have access to my accumulative GPA and disciplinary records.*

**Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**