

COE COLLEGE UPWARD BOUND PROJECT

POSITION APPLYING FOR: _____

NAME: _____

HOME MAILING ADDRESS: _____

HOME PHONE: _____ E-MAIL ADDRESS: _____

COLLEGE MAILING ADDRESS: _____

_____ COLLEGE PHONE: _____

YEAR IN COLLEGE: _____ COLLEGE ATTENDING: _____

ACADEMIC MAJORS: _____ MINORS: _____

CAREER PLANS: _____

PLEASE DESCRIBE YOUR STATE OF HEALTH: _____

BIRTH DATE: _____

Do you have a valid Drivers License? _____ Yes _____ No

Will you have access to a car on campus this summer? _____ Yes _____ No

Have you been convicted of a felony in the past two years? _____ Yes _____ No

If the answer to the above question is yes, please list all the offenses on a separate sheet of paper. Include date, location and deposition of each.

PLEASE LIST BELOW 2 PEOPLE AS REFERENCES, ONE WHO IS FAMILIAR WITH YOUR PAST ACADEMIC WORK, AND ONE WHO IS FAMILIAR WITH YOUR CHARACTER. PLEASE INCLUDE A COMPLETE ADDRESS.

<u>NAME</u>	<u>ADDRESS</u>	<u>PHONE</u>	<u>RELATIONSHIP TO YOU</u>
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PLEASE LIST BELOW THE LAST 3 JOBS YOU HAVE HAD (PAID OR VOLUNTEER).

<u>EMPLOYER</u>	<u>ADDRESS</u>	<u>SUPERVISOR</u>	<u>DATES</u>
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To aid Coe College in its commitment to Equal Employment Opportunity, applicants are asked to voluntarily provide the following information. This information will be used by authorized personnel for research and evaluation purposes only and will in no way affect employment decisions. Your assistance in providing this information is necessary to the success of the research and evaluation program and is greatly appreciated.

<u>Sex</u>	<u>Ethnicity</u>	<u>Disability</u>	<u>VETERAN</u>
Male _____	Black _____	Hearing Impairment _____	Yes _____
Female _____	Polynesian _____	Sight Impairment _____	No _____
	Asian _____	Speech Impairment _____	
	White _____	Physical Impairment _____	
	Filipino _____	Developmental Disability _____	
	Spanish Speaking Surnames _____	other (please specify) _____	
	American Indian/Eskimo _____		
	All other _____		

Circle highest grade completed: 10 11 12 13 14 15 16 16+

Are or were you a participant in a Federal TRIO Program? (Upward Bound, Academic Achievement Program, Talent Search) Yes _____ No _____

If you answered no to the above question, do either of your parents have a four-year college degree? Yes _____ No _____ Do you qualify for Federal Need Based Financial Aid? Yes _____ No _____

Please identify the following areas in which you would feel competent in providing educational tutoring to high school students. Rank your abilities in each area. The ranking system uses a 1 to 5 scale as follows:

**1 – Very Competent 2 – More Competent than Average 3 – Average
4 – Less Competent than Average 5 – Would prefer not to tutor in this area**

Mathematics:

General Math _____
Algebra _____
Geometry _____
Advanced Algebra _____
Pre Calculus _____

Science:

General Science _____
Biology _____
Chemistry _____
Physics _____

Foreign Language:

Spanish _____
French _____
German _____
Other _____
Please list _____

Language Arts:

Reading _____
Writing _____
Literature _____
Library Research Skills _____
Cultural Studies _____

Study Skills: _____

Are you certified for Adult CPR and First Aid? Yes _____ No _____

If yes when were you certified? _____

In answering the following four questions, please attach additional sheets:

1. Please describe yourself, including home environment and background, job experience, life goals, interests, and personal formula for academic success.
2. What experience have you had working with low income or minority students, or what personal strengths do you have that would facilitate working with low income or minority students?
3. What sorts of things are important in turning high school students on to education?
4. We have found that our best tutor/counselors and residence hall staff are people who are predominantly other-centered. Please describe what you think we mean by that, and give several examples that demonstrate why you believe you are other-centered.

Because of the nature of the program, a Criminal/Child Abuse Background check will be completed. Have you ever had a criminal/child abuse background check? (Yes/No) If yes, when _____ . Have you ever been denied a paid or volunteer position due to the results of a criminal/child abuse background check? (Yes/No) If so, why?

The information on this application is accurate to the best of my knowledge. This application is due in the Upward Bound Office by Feb 26th, 2010.

Signature

Date

Please have your transcript sent to the Upward Bound Office by Feb 26th 2010. If for some reason, you are unable to have a transcript sent to our office, please contact Upward Bound before the deadline.

This position is contingent upon funding.