Jacksonville University
Writing and Academic Support Center
Employment Application

Name:

Student ID #:

Faculty References:

Please let us know who will be sending us recommendations for you. The two recommendations should be faculty in your primary tutoring classes.

1. Name: _____   Department: _____

2. Name: _____   Department: _____

I hereby certify that this application is true and complete to the best of my knowledge and belief. I am aware that if this information is found to be false, I will be dismissed from service.

Signature _____   Date _____

If you have any questions about the position for which you are applying, please contact: Kylie Guernick at tutoring@ju.edu or 904.256.7123

Application Check List   For Office Use Only:

☐ Unofficial transcript   ☐ Two faculty recommendation from for each academic area
☐ Schedule
Hire Date: