



TeenWorks
College. Career. Community.

Student Employment Application

Employment Criteria:

- 1.) 16-18 years old & completed 10th grade 2.) Minimum 2.5 GPA 3.) Free and reduced lunch eligible

Application Checklist:

- Completed Application
- Academic Transcript
- Student Tracking Number (STN)
- Free and reduced lunch verification

Applications are due by April 9, 2014. If you have any questions regarding the application process please contact Landon Martin at 574-238-3851

PLEASE WRITE CLEARLY AND NEATLY

Student Name: _____

Gender: _____ Date of Birth: _____ Age: _____ Race: _____

Street Address: _____ Zip: _____

Student Cell Phone: _____ Home Phone: _____

Social Security Number: _____ Email: _____

Parent/Guardian Name(s): _____

Parent Daytime Phone: _____ Parent Email: _____

School you currently attend: _____ Current grade: _____

School you will attend in fall of 2014: _____ Entering grade: _____

With whom do you live (circle one):

Both Parents-----Single Mother-----Single Father-----Grandparent-----Other

Are you legally authorized to work in the United States? _____ YES _____ NO

If you are working under Deferred Action, do you have an EAD card? _____ YES _____ NO

Has either of your parents ever attended college? _____ YES _____ NO

Have you ever participated in TeenWorks (Pro 100) before? _____ YES _____ NO

If you answered "YES" above, how many years have you participated? _____

Are you currently a 21st Century Scholar? _____ YES _____ NO

Please rank the following types of work opportunities 1-8 in order of your preference (1 being very interested and 8 having no interest)

- _____ Landscaping
- _____ Working with children
- _____ Small construction/painting
- _____ Art
- _____ Technology/Computers
- _____ Cleaning/organizing/sorting
- _____ Gardening/Farming
- _____ Medical
- _____ Warehouse Distribution/Forklift

Which H.S. is your preferred pick-up and drop-off spot of those listed below? This information will be used to schedule our vans. NOTE: you must be able to get yourself to and from the high school each day; arriving no later than 7:00 AM and you will be dropped off back to the high school by 3:00 PM.

Indianapolis (Please note your 1st and 2nd choice)	Muncie (please select 1)
<ul style="list-style-type: none"> ○ Arsenal Tech, 1500 E Michigan Street, 46201 ○ Broad Ripple, 1115 Broad Ripple Ave, 46220 ○ Northwest, 5525 West 34th Street, 46224 ○ John Marshall, 10101 East 38th Street, 46236 ○ Shortridge, 3401 N Meridian Street, 46208 ○ George Washington, 2215 W Washington Street, 46222 ○ Crispus Attucks, 1140 Dr. Martin Luther King Jr. St, 46202 ○ Arlington, 4825 N. Arlington Ave., 46226 ○ Ben Davis, 1200 N Girls School Rd, 46214 ○ Perry Meridian, 401 W Meridian School Rd, 46217 ○ Howe, 4900 Julian Ave, 46201 ○ Lawrence Central, 7300 E 56th St, 46226 ○ Decatur Central, 5251 Kentucky Avenue, 46221 ○ North Central, 180 E 86th St, 46240 ○ Manuel, 2405 Madison Ave., 46225 	<ul style="list-style-type: none"> ○ Muncie Central High School ○ Muncie Southside High School

Are you available to work every Monday through Friday (7am-3pm) starting on June 16 and concluding on July 25th (excluding July 4th)?

- _____ YES
- _____ NO

If you answered "NO", please provide an explanation.

Please use the following space to tell us why we should hire you to be a TeenWorks employee

REFERENCE *(Must be completed by a former or current teacher of the applicant)**

Teacher Name: _____ Position: _____

School: _____ Email: _____

Phone Number: _____

Would you recommend this student to be hired as a TeenWorks employee?

_____ YES

_____ NO

Teacher Signature: _____

Comments

I/we give permission for the school's guidance counselor or other staff member to release my child's Student Tracking Number (STN) to TeenWorks for purposes of research and documentation. TeenWorks will not disclose any personally identifying information or individual information collected in connection with the STN.

Parent or Guardian

Date

Student

Date

******This section is to be completed by your school guidance counselor.**

Guidance Counselor Name: _____

Phone Number: _____ Email: _____

Student Tracking Number (STN): _____

Is this student currently eligible for free and reduced lunch? _____ YES _____ NO

Please attach this student's most up-to-date high school transcript to this application.

Please use the space below to provide any comments that TeenWorks should know regarding this student's ability to be an employee of TeenWorks this summer.

STUDENTS, PLEASE RETURN YOUR COMPLETED APPLICATION ONE OF THE FOLLOWING WAYS:

- 1.) Hand deliver to TeenWorks office during normal business hours (8am-6pm, M-F)**
 - a. 2820 N Meridian, Suite 103 Indianapolis, IN 46208**
- 2.) Mail to TeenWorks PO Box**
 - a. PO Box 40177, Indianapolis, IN 46240-0177**
- 3.) Leave with Guidance Counselor**
 - a. Landon Martin or Michael James will pick up from schools**