



Details of Job		1-inch Photo
Names of Preferred Workplaces:	1. _____ Location _____	
	2. _____ Location _____	
	3. _____ Location _____	
Position Applied	Preferred Duties _____	
Start Date	End Date _____	

Education Information			
First name	Last name	Student ID	
Curriculum	Program	GPA	GPAX

Personal Information				
Gender	DOB	Height (cm.)	Weight (kg.)	Nationality
National ID Card No.	Expiration Date		Email	
Military Service Status	<input type="checkbox"/> Drafted	<input type="checkbox"/> Not Yet Drafted/Deferred	<input type="checkbox"/>	Waived
Student's Contact Address				Phone

Other Skills									
<i>Computer</i>	<i>Very Good</i>	<i>Good</i>	<i>Fair</i>	<i>Poor</i>	<i>Foreign Language</i>	<i>Very Good</i>	<i>Good</i>	<i>Fair</i>	<i>Poor</i>
• Word Processor	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	• English	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• Spreadsheet	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	• Chinese	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<i>Sports/Music</i>	<i>Very Good</i>	<i>Good</i>	<i>Fair</i>	<i>Poor</i>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Training			
<i>Period – Year</i>	<i>Subject</i>	<i>Name of Training School</i>	<i>Note</i>

Work Experiences and Student Activities			
<i>Period – Year</i>	<i>Name of Organization/Activity</i>	<i>Responsibilities</i>	<i>Note</i>

Rewards or Certificates of Achievement		
<i>Name of Reward</i>	<i>Name of Organization</i>	<i>Received Date</i>

Documents Included

- | | |
|---|---|
| <input type="checkbox"/> Transcript | <input type="checkbox"/> Other (Please specify) |
| <input type="checkbox"/> Letter of Discipline from Guardian (if required) | <input type="checkbox"/> Other (Please specify) |
| <input type="checkbox"/> Military Service Status Document | <input type="checkbox"/> Other (Please specify) |

Additional Information

I certify that information contained in this application and all included documents are true and complete. I understand that false information will nullify this application.

Applicant Signature:

Applying Date:

For Student Advisor

I have verified the qualifications of this student and by signing the space provided below, I confirm that the student has met all the required qualifications to enroll in the on-the-job training class.

Advisor's Name: (Print)

Signature:

Signed Date:

----- SPACE BELOW RESERVEED FOR COMMITTEE -- DO NOT WRITE BELOW THIS LINE -----

For On-the-job Training Committee

The committee has considered the student's application for on-the-job training and decided to Approve Disapprove

Explanation for disapproval:

Chair of Committee: (Print)

Signature:

Signed Date: