

TEMPORARY EMPLOYMENT APPLICATION

DEPARTMENT OF MATHEMATICS & STATISTICS

Submit a paper copy to Neill Hall 103, or email a completed PDF to math.stats@wsu.edu
Priority application deadlines: **Fall hire:** August 1st | **Spring hire:** November 30th

Name: _____ **WSU ID#:** _____

Street/Mailing Address: _____

City: _____ **State:** _____ **Zip:** _____

Phone: _____ **WSU Email:** _____

NOTE: Appointments begin as early as 8/16 for Fall or 1/1 for Spring. If selected for employment, you are expected to be available starting on the first working day as there may be mandatory training/meetings with supervising instructors. Positions may be offered after the first day of the semester depending on enrollments. Hourly appointments require daily time tracking in Workday – WSU’s web-based payroll and personnel system.

I-9 employment eligibility must be completed within 3 working days of your start date if you have not previously worked for WSU. Visit math.wsu.edu/positions/studentemployment.php for a list of acceptable eligibility documents. I-9 verification must be completed before beginning work. International students who are unable to meet US employment eligibility requirements may opt for no pay and receive Math 497 (Instructional Practicum) credit instead.

Applying for: **Semester:** Fall Spring Summer **Pay option:** Hourly Pay Math 497 credit
Choose one – apply separately for multiple semesters

NOTE: Part-time employment allows a **MAXIMUM** of 20 hours/week.

- Teaching **REQUIRES** cumulative GPA of 3.7 or above.
Only as needed for the following: Math 100- 10hrs/week, Math 171/172 lab- 12hrs/week, Stat 212 lab- 8hrs/week
 - Grading **REQUIRES** 2 hours/week of tutoring at Math Learning Center; Max hours/week you can work: _____
 - MLC Tutoring Max hours/week you can work: _____
- List three Math/Stat courses you can tutor: 1. _____ 2. _____ 3. _____

Pre-Hire Questions

- Are you fully vaccinated against COVID-19? Yes No, I have a WSU-approved exemption
NOTE: Fully vaccinated means it has been at least 2 weeks since your final dose.
- Have you worked for WSU before? Yes No Have you worked for Math/Stat before? Yes No
- Are you a citizen of the US? Yes No → If **no**, are you authorized to work in the US? Yes No
- Are you work-study eligible? Yes No → If **yes**, is it: Federal W/S or State W/S

Major: _____ **Minor (if applicable):** _____

Class standing: Sophomore Junior Senior **Cumulative GPA:** _____

NOTE: The department does not normally hire freshmen; sophomores or juniors with less than a 3.25 GPA; or seniors with less than a 3.0 GPA.

List up to eight of your most recent Math/Stat courses and the final grade received in each:
If a course is in-progress, leave the grade blank. If including transfer credit, list the WSU-equivalent Course Number.

Course NUMBER (i.e. Math 106)	Grade	Course NUMBER	Grade

Additional courses you feel should be noted:

Tutoring experience:

I certify that the information provided here is true and complete to the best of my knowledge. If this application leads to employment, I understand that false or misleading information in my application may result in my release. Upon signing my contract, I agree to all terms and assignments therein. Breach of contract may result in my termination.

Signature: _____ **Date:** _____