

# COMMENCEMENT HOUSING ASSISTANT (CHA) 2012 APPLICATION

Please note that you **MAY NOT be a current RA or a graduating senior** to be eligible for the CHA position. Students applying for this position must be able to work as a CHA without any other outside employment, internship(s), or academic commitments from Thursday, May 10 – Wednesday, May 16.

NAME \_\_\_\_\_ DATE \_\_\_\_\_  
*(Last) (First) (Middle)*

ADDRESS \_\_\_\_\_  
*(Include Residence Hall/Room # if you live on campus)*

PHONE \_\_\_\_\_ ID# \_\_\_\_\_ DATE OF BIRTH \_\_\_\_\_

G.P.A. \_\_\_\_\_ SCHOOL \_\_\_\_\_ MAJOR \_\_\_\_\_  
*Cumulative*

E-MAIL ADDRESS \_\_\_\_\_ CURRENT CLASS: FY SO JR

Please attach a current résumé outlining your work experience and activities.

Please answer the following questions on a separate attachment:

1. Describe any skills you have gained in previous employment positions or extracurricular activities that would pertain to the role of Commencement Housing Assistant.
2. What do you expect of a team of your peers? What do you expect of your supervisor?

The Family Education Rights and Privacy Act of 1974 (**FERPA**) gives students the right to inspect and review their confidential folders unless that right is waived. In accordance with the law, all applicants must indicate whether or not they voluntarily relinquish their rights to view confidential letters of recommendation that are part of the application process. This choice will not affect your candidacy in any way. The waiver pertains only to your rights to review your application file after the hiring process is concluded. Please read the following statements carefully and check the appropriate box.

"I have read the above statement and:

\_\_\_\_\_ I hereby waive the rights of access to my confidential file." (You may still have a member of our staff review the information in the file with you, excluding confidential letters of recommendation.)

\_\_\_\_\_ I **do not** waive the rights of access to my confidential file." (You are permitted to personally review your entire file in the presence of a member of our staff.)

I understand that my signature on this application form certifies that all information is correct to the best of my knowledge. I understand that this form will be used solely for CHA interviews. I understand that this form is a part of the CHA interview process and will become the property of Emory University. This application is due **by 5pm on Friday, March 9, 2012** via e-mail to Kyle Griffith at [kyle.griffith@emory.edu](mailto:kyle.griffith@emory.edu).

\_\_\_\_\_  
*Name*

\_\_\_\_\_  
*Date*