



Application for Work-Grant Position

for current students remaining on the Saint Louis University - Madrid Campus

Work-grant positions on the Saint Louis University - Madrid Campus are designed to provide a form of need-based aid to students, while providing service to a variety of University departments (e.g. library, bookstore, computer labs, campus ministry, student life, office of admissions). Compensation takes the form of a tuition reduction only.

For Summer Session I and Summer Session II of 2010:

A limited number of work-grants are made available to students who are enrolled in summer classes. Work grant students must be registered in the term they are doing their work grant (Summer I and/or Summer II).

Should the University have need of additional student assistance during the summer, it may consider on an individual basis exceptions to the above summer enrollment requirement, provided that the student will be enrolled in the Fall 2010 semester and that his or her total work-grant compensation for the Summer and Fall does not exceed the amount of the student's billed tuition. If these "exception students" who work in the Summer do not register for classes on the Madrid Campus for the Fall semester, they will not be able to receive compensation for their work in the Summer since compensation is available only in the form of tuition remission.

During each summer session, a student may not work more than 40 hours per week, i.e. per seven-day period, nor may a student's total work hours for each session exceed 50 hours per credit hour enrolled.

For the Fall 2010 and Spring 2011 semesters:

Work-grants are awarded at an amount between 50 and 150 hours per semester (i.e. between approximately 3 and 10 hours per week). To remain eligible for work-grant, the student must remain registered for a minimum of 12 credit hours. If awarded for the Fall 2010 semester, the work-grant is extended automatically to include the Spring 2011 semester, subject to the fulfillment of the following conditions:

- Satisfactory work-grant performance during the Fall semester
- Successful completion of at least 12 credit hours in the Fall semester
- A cumulative GPA (grade point average) of at least 2.5 at the end of the Fall semester
- Registration as a full-time student in the Spring semester
- No unaddressed outstanding balance (tuition and/or housing) according to the Office of Finance.

In exchange for their collaboration, work-grant students receive a tuition reduction applied towards their financial obligation for that term at the rate of 7.4 € (euros) per hour. For U.S. students, the dollar amount is based on the exchange rate used in determining tuition.

The number of work-grant positions available is limited, with priority given to permanent students in their first or second year.

If you would like to apply for a work-grant position, please complete the following and submit it to Liz McCreary in the Human Resources Office, no later than Monday, March 22. You will receive e-mail confirmation that your application has been received; however, work-grant awards will not be communicated before Monday, April 12.

Full name: _____

Banner ID: _____ Preferred email address: _____

Terms for which you are requesting work-grant (please place a check by all that apply):

- | | |
|---|--|
| <input type="checkbox"/> Summer Session I | <input type="checkbox"/> Summer Session II |
| <input type="checkbox"/> Fall 2010 | <input type="checkbox"/> Spring 2011 |

I. Please explain why you are requesting a work-grant award from Saint Louis University-Madrid Campus.

II. Please indicate what personal or practical skills you have that would make you a good candidate for a work-grant position at Saint Louis University - Madrid Campus.

III. If you have served previously as a work grant student on the Madrid Campus, please indicate in what department/s, and briefly describe your experience of work.

IV. REFERENCE: If you have not served previously as a work grant student on the Madrid Campus, please provide the full name, e-mail address, and phone number of an individual who would be willing, if requested by Saint Louis University-Madrid, to provide a reference in support of your desire to be granted a work-grant award. The individual may be a current or former teacher, employer or other person who knows you well. It may not be a member of your family.

Name: _____ E-mail address: _____

Phone number: _____ Relationship to applicant: _____

I CERTIFY THAT I HAVE READ ALL THE INFORMATION CONTAINED IN THIS APPLICATION FORM AND THAT ALL THE INFORMATION PROVIDED BY ME IN THIS APPLICATION IS TRUE. I ALSO UNDERSTAND THAT SAINT LOUIS UNIVERSITY - MADRID CAMPUS RESERVES THE RIGHT TO VERIFY ALL INFORMATION.

Signature

Date

<http://spain.slu.edu>