

Off-Campus Work-Study Contract Request

Complete if you're interested in hiring work-study students at CU Boulder.



Office of Financial Aid

UNIVERSITY OF COLORADO BOULDER

Director or Primary Contact

First Name: _____

Last Name: _____

Phone: _____

Email: _____

Business Information

Name: _____

Address: _____

Website Link: _____

No website? Please attach your brochure or other print materials about your business with this form.

Total years business been in operation: _____

Briefly explain the purpose/mission of your organization:

Business Type:

Non-profit

Governmental organization

Other: _____

If you selected non-profit or governmental organization, please include your IRS-assigned Foundation

Status Classification number: _____

Tax Exempt Number: _____

How is your business funded? _____

Attach a copy of your most recent annual financial report when you submit this form. If we approve your request, make sure work-study matching funds are included in your annual budget.

How many staff do you anticipate would supervise work-study students? _____

Hiring Information

Explain the types of jobs and tasks you'd hire work-study students to do

How many work-study students do you anticipate hiring?

Please specify if you plan to hire consistently or all at once. Reminder, work-study students cannot displace any currently employed workers at your business.

Academic year (mid-August to mid-May): _____

Summer (mid-May to mid-August): _____

If possible, list work-study student schedules (days/times):

Form continues on next page

Will your work-study jobs address any of the following? *Check all that apply.*

Childcare
Community Improvement
Conservation Corps Program
Counseling Service for the Disabled
Crime Prevention
Education/Tutorial Services
Environmental Improvement
Health Care
Housing or Neighborhood
Human Services
Literacy Training
Public Training
Rural Development
Transportation
Welfare or Social Services
Youth Corps Program
Other: _____

How did you hear about work-study?

Not required, but helpful.