



## 2019-20 Federal Work-Study Worksite Preference Form

Name: \_\_\_\_\_ Student ID Number: \_\_\_\_\_

MU Email: \_\_\_\_\_ Class Standing: \_\_\_\_\_

Cell Phone: \_\_\_\_\_ Major: \_\_\_\_\_

Home Phone: \_\_\_\_\_ Minor: \_\_\_\_\_

This form is to be completed by students who have been awarded work-study for the 2019-20 aid year. Help us find a suitable placement for you by indicating your preferences for each of the following activities listed below.

Circle Your Preference			Type of Activity	Sample Placement Sites
Yes	No	Maybe	I am interested in being reassigned to the FWS site where I worked in 2018-19	Location:
Yes	No	Maybe	Provide service working with children	Child Development Academy, America Reads
Yes	No	Maybe	Provide programming or assistance to other students	Student Activities, MOVC, Learning Resource Center
Yes	No	Maybe	Provide general clerical assistance such as filing, data entry and customer service	Payroll, Registrar, most college or departmental offices
Yes	No	Maybe	Provide service at the computing center or other campus labs	Drinko Library, Corbly Hall, Smith Hall, Harris Hall
Yes	No	Maybe	Provide service at Drinko Library or another campus library	Drinko Library, Morrow Library, Music Library
Yes	No	Maybe	Provide service that involves physical activity	Mailroom, Sustainability, Shredding, Memorial Student Center
Yes	No	Maybe	Provide service by working in a lab or as part of a research group	Biology, Chemistry, Sociology/Anthropology, CITE
Yes	No	Maybe	Provide service by working off campus at a non-profit agency or hospital	Dress for Success, Cabell Huntington Hospital, United Way, Contact, INC.
Yes	No	Maybe	I already have an office, department or worksite that would like to hire me	Person/Office:

You are required to file the Homeland Security Form I-9 with Human Resources (Old Main 207) before you can be sent for an interview. The I-9 form must be completed in person and should be completed as soon as possible to expedite placement.

For office use

**Submit this form to the Office of Student Financial Assistance**

Old Main Room 116  
One John Marshall Drive  
Huntington, WV 25755

sfa@marshall.edu  
Fax 304.696.3242