

International Work-Study Application

The goal of the program is to support F1 international student employment opportunities on-campus to support their studies at NOVA. Funds will be awarded in the fall semester and will be valid for up to two semesters (Fall and Spring). Awards will be tied to part-time job offers with the Office of International Students on the Annandale campus only. Please review the job description below. Students taking classes on other NOVA campuses are eligible to apply if they meet the below criteria.

Eligibility Requirements

- Current NOVA F-1 student
- Maintaining good academic standing with NOVA (2.0 minimum GPA)
- Must have completed at least 15 academic credits with NOVA.

Priority given to:

- Students who have not previously received international work study funding.
- Students who have completed ENG 111 at NOVA or at another US institution

Application Deadline: July 10th

INSTRUCTIONS

1. Email your completed application to Jose Merino Brito at jmerinobrito@nvcc.edu
2. Save your application file as your last name_first name.
3. Add your resume as a separate attachment, if you have one.
4. You will only be contacted by OISS if selected for an interview.
5. If you are offered the job, you must complete the following steps before you can begin working.
 - Submit a work-study hire application packet
 - Submit an F1 Employment request to your assigned advisor
 - Apply for a Social Security Number (SSN)
 - Receive your SSN card in the mail Application Process

International Work-Study Application

LAST NAME: _____ FIRST NAME: _____

NOVA STUDENT ID NUMBER: _____ CURRENT GPA: _____

TOTAL NUMBER OF NOVA ACADEMIC CREDITS COMPLETED (AS OF SUMMER): _____

DO YOU HAVE A SOCIAL SECURITY NUMBER: YES NO, I will need to apply for one

NOVA PROGRAM OF STUDY: _____

LIST ALL LANGUAGES YOU SPEAK: _____

LIST ANY COMPUTER SKILLS YOU HAVE: _____

STATEMENT OF INTEREST

Share your interest in applying for this position with OISS.

CUSTOMER SERVICE EXPERIENCE

Share any customer service or office experience you have had in the past.