

HOW TO

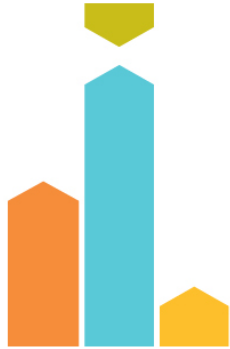
Task: Apply to the Work-Study Program (student)

- Create a new or Log-in to your existing [careerCONNECT](#) account.



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- Register for employer information sessions

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- Once logged-in, on the navigation menu found on the left side, click on **Work-Study > Work-Study Program Application**.



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Work Study Record

Once you have completed your Work Study Application, please allow one business day for your application to be reviewed before you are granted access to apply for Work Study positions. Between the date you apply and September 12th, your documents will be reviewed and your eligibility confirmed. If we are unable to confirm your eligibility at this time, your job applications will not be forwarded to employers.

Please note that there are usually more applications than positions, and it is possible that not all students will be called for an interview.

Please select the Program to which you are applying:

2017-18 - WS-Work-Study

Author: Samantha Nicole Tumlos

Last Updated: December 05, 2017

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- Click on the Program year you are applying for. This will open an admission form for you to complete.

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Please note that there are usually more applications than positions, and it is possible that not all students will be called for an interview.

Please select the Program to which you are applying:

2017-18 - WS-Work-Study

- Fill and complete the Application Form. Please note that you are required to watch the [Information Webinar](#) to better prepare you for the Work-Study Application Process.

Application for WS-Work-Study

WS-WORK-STUDY

Before submitting your application to the Work-Study program, you must have applied for a government student aid package or Indigenous band sponsorship. If you have already received your Notice of Assessment, Band Sponsorship letter, or Government Aid letter from your home country, please **attach it to this application**. If you have not yet received your proof of financial aid, you will need to **submit it to the Work-Study coordinator** before the job application deadline. If we are unable to validate your proof of financial aid, your job applications **will not be sent to employers**.

APPLICATION

* First Name :

* Last Name :

* UM Email Address :

* Student Number :

* Current program :

* Faculty :

Department/Major/Area of Study :

* Type of Financial Aid :

Proof of Financial Aid : No file chosen

This is your *Notice of Assessment* letter (or *My Awards Information* from your MySAO account*), Band Sponsorship letter, or Government Funding letter from your home country.
*If you are attaching a pdf or jpg screen shot of your "My Awards Information" page on your MySAO account please make sure that your name and all pertinent details are clearly visible.

You may be eligible for additional funding if you self-declare as a person with a disability. Do you self-identify as a person with a disability?

Disability : Yes
 No

* I have watched the Work-Study Program Information webinar. :

IMPORTANT: You can access the webinar [here](#).

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Note: The [webinar](#) contains important information about the application process, as well as how to tailor your application to the job that you wish to apply for.

- Complete the application by agreeing to the Work-Study Application terms and conditions. Click on **Submit**. **DO NOT STOP HERE!**

I HEREBY DECLARE THE FOLLOWING

All information submitted in my Work-Study application is true and complete to the best of my knowledge. I have read and understood the Work-Study student application eligibility and at the time of this application, I meet all eligibility conditions for the Work-Study Program.

I also agree that if this information changes, I will inform the Work-Study program Coordinator immediately (this includes changes to my notice of assessment/assistance from a government loan agency). I understand that if this information is found to be untrue, my application will be cancelled and my Work-Study position terminated, with or without my consent.

* I agree to the above terms :

I agree

* I understand that I will have to submit separate, tailored resumés and cover letters for each position I wish to apply for. :

I agree

* I agree to attend a 1.5 hour paid Professional Development session with Career Services and submit a survey response towards the end of my work term. :

I agree

** Please allow 1-2 business days for review and confirmation of your eligibility. Take note that job applications will not be sent to employers if we fail to confirm your eligibility.

To complete your application to WS-Work-Study please click on "Submit Application" below. If you would like to apply to a different program [click here](#).

Submit Application

- After submission, you will be redirected to the following page.
- Make sure to click on **"ACCEPT"** under **Action required by you** to gain pre-approval access to job postings.

Work Study Record

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Please note that there are usually more applications than positions, and it is possible that not all students will be called for an interview.

WORK STUDY RECORD

Date Created:	Jul 31, 2017
Start Term:	2017-18
Work Study Program:	Work-Study
Co-ordinator(s):	Ms. Samantha Nicole Tumlos

Your application status for WS- Work-Study:

Applied for Work-Study

Action required by you:

You will receive an email confirming receipt of your application and with further timeline details for the Work-Study Program.

Accept

APPLICATION

* First Name :

* Last Name :

* UM Email Address :

Author: Samantha Nicole Tumlos

Last Updated: December 05, 2017

- You now have access to the **Work-Study Job Posting module**.



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Work Study Postings

[View all available postings](#) [Search Postings](#)

IMPORTANT INFORMATION:

The Work-Study Program, coinciding with the University of Manitoba, is strongly committed to equity and diversity within its community and especially welcomes applications from women, members of racialized communities, Indigenous persons, persons with disabilities, persons of all sexual orientations and genders, and others who may contribute to the further diversification of ideas.

Application materials, including letters of reference, will be handled in accordance with the protection of privacy provision of The Freedom of Information and Protection of Privacy (Manitoba).

REMINDERS:

- Interested applicants are required to submit a tailored résumé and cover letter for each position. Before applying for jobs, you may use the Documents section to upload your resume(s) and cover letter(s).
- You may apply for as many positions as you wish, but you can only work for one Work-Study Project during the 2017-18 academic year.
- Your application will not be sent to the employer until **after the deadline (September 12th)** and if you have **not submitted** valid government student aid documentation, as we will be unable to validate your eligibility for the Work-Study Program.

All questions and inquiries should be directed to work_study@umanitoba.ca.

0 Shortlist	0 Viewed	0 New Posting Since Last Login	0 Postings added in the last 0 days
0 Application Deadline Today	0 Application Deadline in the next 10 Days		

MY SAVED SEARCHES
You have no saved searches

SEARCH POSTING
(Enter the job ID you are searching for)

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