

FAMILY MEMBER YOUTH EMPLOYMENT APPLICATION

<http://chra-fe.korea.army.mil/chra/emp/shforms.php>

ALL STUDENTS MUST HAVE THEIR SOCIAL SECURITY NUMBER VERIFIED WITHOUT EXCEPTION. VALID PROOF OF SOCIAL SECURITY NUMBER INCLUDES A COPY OF THE STUDENT'S SOCIAL SECURITY CARD OR THE MOST RECENT TAX RETURN WHICH SHOWS DEPENDENT AND SOCIAL SECURITY NUMBER VERIFICATION. SPONSORS MAY SANITIZE THEIR TAX RETURNS TO OMIT FINANCIAL INFORMATION TO ENSURE THEIR PRIVACY.

PRIVACY ACT STATEMENT

AUTHORITY: EO 9397 PRINCIPAL PURPOSE: ELIGIBILITY DETERMINATION FOR YOUTH EMPLOYMENT PROGRAMS. VERIFICATION OF RELATIONSHIP, DEPENDENCY AND SOCIAL SECURITY NUMBER. DISCLOSURE: WE REQUEST YOUR SSN TO KEEP YOUR RECORDS STRAIGHT. OTHER PEOPLE MAY HAVE THE SAME NAME. AS ALLOWED BY LAW OR PRESIDENTIAL DIRECTIVE, WE USE YOUR SSN TO SEEK INFORMATION ABOUT YOU, SCHOOLS, BANKS, AND OTHERS WHO KNOW YOU. DISCLOSURE OF THE REQUESTED INFORMATION IN THIS APPLICATION IS VOLUNTARY. FAILURE TO PROVIDE COMPLETE AND ACCURATE INFORMATION MAY RESULT IN DENIAL OF EMPLOYMENT.

STUDENT BACKGROUND INFORMATION

CPAC USE ONLY

1. STUDENT NAME (LAST, FIRST, MI):

2. STUDENT SSN:

3. DOB (DD/MM/YYYY):

SESSION

C 1 2

4. HOME TELEPHONE:

5. STUDENT CELL PHONE:

6. STUDENT E-MAIL ADDRESS:

RPA TRACKER

7. MAILING ADDRESS (APO ADDRESS):

SPONSOR INFORMATION

8. SPONSOR NAME (LAST, FIRST, MI):

9. WORK TELEPHONE (DSN):

10. SPONSOR CELL PHONE:

11. SPONSOR'S ORGANIZATION:

12. SPONSOR'S MILITARY E-MAIL ADDRESS:

SPECIAL SKILLS AND EDUCATION

13a. DO YOU SPEAK A FOREIGN LANGUAGE? YES NO 13b. IF YES, WHICH LANGUAGES?

14. PLEASE DESCRIBE YOUR COMPUTER SKILLS:

EDUCATION

16. EDUCATION LEVEL MIDDLE SCHOOL HIGH SCHOOL GRADUATE HIGH SCHOOL JUNE 2012 ATTENDING COLLEGE

SCHOOL CERTIFICATION – HIGH SCHOOL AND MIDDLE SCHOOL STUDENTS

17. YOUR SCHOOL PRINCIPAL OR GUIDANCE COUNSELOR MUST CERTIFY YOUR STATUS AS A STUDENT:

APPLICANT IS A STUDENT IN GOOD STANDING AND HAS OR WILL COMPLETE THE FOLLOWING GRADE IN JUNE 2012: 7 8 9 10 11 12

SCHOOL REPRESENTATIVE (NAME, POSITION, SIGNATURE): _____

COLLEGE STUDENTS – SCHOOL CERTIFICATION

18. WHAT IS YOUR MAJOR?

19. WHEN DO YOU ARRIVE IN KOREA FOR SUMMER BREAK?

20. WHEN DO YOU RETURN TO COLLEGE?

COLLEGE STUDENTS ARE REQUIRED TO SUBMIT THEIR FALL 2012 CLASS REGISTRATION OR A LETTER FROM SCHOOL REGISTRAR

AVAILABILITY – CHOSE ONE SESSION ONLY

21. WHICH SESSION ARE YOU AVAILABLE FOR (CHOSE ONLY 1 SESSION): COLLEGE SESSION 1ST SESSION 2ND SESSION

Note: If you do not submit a copy of your college certification with your application, you will not be considered for Summer Hire

22. STUDENT SIGNATURE

23. DATE

PARENT/GUARDIAN CONSENT

24. WORKING CONDITIONS. MY DEPENDENT HAS MY PERMISSION TO PERFORM THE FOLLOWING DUTIES:

- CLERICAL JOBS (USUALLY IN AN OFFICE SETTING. MAY REQUIRE SOME LIFTING)
- LABOR JOBS (NON-SKILLED, NON-HAZARDOUS WORK, SUCH AS GRASS CUTTING, PAINTING, LIGHT LIFTING. MAY BE REQUIRED TO WORK OUTSIDE, OR IN DUSTY, HOT OR COLD ENVIRONMENTS)
- BOTH TYPES OF WORK

25. WHERE IS YOUR DEPENDENT AUTHORIZED TO WORK? PLEASE SELECT ACTIVITIES FROM ONLY ONE AREA.

AREA I

- UJONBOU
- TONGDUCHON

AREA II

- YONGSAN (INCLUDES MAIN POST, SOUTH POST, CAMP COINER, CAMP KIM/USO AREA AND 501ST MI COMPOUND)
- HANNAM VILLAGE (JOBS ARE VERY LIMITED, USALLY LESS THAN 5 SPACES)
- USA CORPS OF ENGINEERS (DOWNTOWN SEOUL) - MANY POSITIONS. HOWEVER, REQUIRES TRAVEL AT PERSONAL EXPENSE TO THE USAEDFE COMPOUND, IN DOWNTOWN SEOUL, NEAR TONG DAE MUN
- SUNG NAM GOLF COURSE / K-16 AIR FORCE BASE (Must arrange own transportation or use the Golf Course Shuttle Bus from Commiskey's)

AREA III

- CAMP HUMPHEYS
- OSAN AIR FORCE BASE (JOBS ARE LIMITED)

AREA IV

- CAMP WALKER
- CAMP HENRY
- CAMP CARROLL
- PUSAN / CAMP HIALEAH

26. PARENT CONSENT, CERTIFICATION STATEMENT OF UNDERSTANDING:

I certify that I am the parent, sponsor, or legally appointed guardian of the dependent identified on this application. I certify that my child is eligible to receive SOFA support. I understand that as the sponsor, I am responsible for ensuring that all forms and documents are completed, signed and submitted prior to the closing date of the Summer Hire vacancy announcement. I understand that incomplete applications will not be accepted. I understand that applications must be received in person at the CPAC prior to 1700 hours on the closing date of the vacancy announcement. I understand that student assignments are final and no changes in the student's employment assignment or location of employment will be made. I understand that if my dependent child fails to report to the Summer Hire in-processing at the designated place and time without informing the CPAC prior to the child's start date, the child will not be permitted to participate in the Summer Hire Program. Finally, I understand that by law the student's social security number must be verified. I understand that the only acceptable documentation for this is a copy of the student's social security card or a tax return.

SPONSOR'S PRINTED NAME _____

SPONSOR'S SIGNATURE _____

DATE _____

APPLICATION CHECKLIST

27. IS YOUR APPLICATION COMPLETE?

- FAMILY MEMBER YOUTH EMPLOYMENT APPLICATION FORM
- COPY OF SOCIAL SECURITY CARD OR PARENT TAX RETURN WITH SSN VERIFICATION
- FORM SF-181, RACE AND NATIONAL ORIGIN
- FORM SF-256, IDENTIFICATION OF HANDICAP
- SF-1199, DIRECT DEPOSIT FORM
- STATEMENT OF UNDERSTANDING
- DISTRIBUTION OF LEAVE AND EARNING STATEMENT AND W-4 INFORMATION
- COLLEGE STUDENTS – 2012 Fall Registration or Letter from Registrar

1 ST SESSION			CPAC USE ONLY	2 ND SESSION		
			◀ enter applicant's birthday ▶			
2012	06	18	◀ session start dates ▶	2012	07	16
			◀ subtract dates to get age ▶			

DEPARTMENT OF THE ARMY IS AN EQUAL OPPORTUNITY EMPLOYER