ELON UNIVERSITY SCHOOL OF LAW
Office of the Registrar

EMPLOYMENT FORM

Please Print

Name: _____ ID # _____
Last First MI

Term: ____/____ Credit Hours Enrolled: _____ Hours Worked Per Week: _____
Sem Year

Home Telephone: (___) _____ Work Telephone: (___) _____

Employer: _____

Address: _____

_____

All Students Working During the Academic Year Must Acknowledge and Sign the Section Below:

1. **[Applicable to First-Year Students Only]** I am aware of the Elon Law School policy as to first-year students' employment. The policy states first-year students may generally work between five and ten hours per week within the law school. First-year students may not hold employment outside the law school during the academic year without permission from the Dean. If permission is granted during the first year, it will likely be for no more than 10 hours per week and more likely five hours or less per week.

2. I acknowledge that second and third year students must also seek permission to work outside the law school and such permission will generally be granted, assuming good academic standing. Consistent with American Bar Association (ABA) standards, school policy prohibits second and third year students from working more than twenty hours per week during the academic year. I acknowledge that I am aware of the school policy and ABA rule limiting outside employment for full time students to no more than 20 hours per week during the school year and I certify that I will abide by this rule.

3. I understand that if a student is on academic probation, the faculty and administration may prohibit continued employment during the academic year.

4. I understand that I must notify the law school and complete a new employment form each semester or if the above information changes during the semester.

_____ _____
Signature Date

Approval: _____ _____
Initials ***Date***

Notes: _____