



PROVIDENCE
COLLEGE

Student Employment

Job Posting Link – Apply Online!

- www.providence.edu ...then, click on Admission... then, Undergraduate Financial Aid...then, Student Employment... then, scroll down to find the link
- First priority goes to Federal Work-Study eligible students. A regular student employee applicant most likely will not have their application reviewed by the department to which they have applied until after October 1st if the job is still available.

Required Paperwork

- www.providence.edu... then, click on **Admission**... then, **Undergraduate Financial Aid**... then, **Forms** and scroll down to Student Employment Forms section and print the forms.

Required Paperwork

Employment Certification Form

I-9 Form

W-4 Form

Direct Deposit – Highly Recommend

Required ID

Original Required

Passport **OR**

Social Security AND Photo ID **OR**

Birth Certificate AND Photo ID

****International Students**

Passport AND Social Security **OR**

Social Security AND Photo ID

Paperwork Drop Off

Office of Financial Aid

Harkins Hall 215

(p) 401-865-2286

(f) 401-865-1186

(e) finaid@providence.edu