Steps to get to the work study application and to follow

1. Click this link [Metropolitan Community College | Search Jobs (mccnebjobs.com)](https://www.mccnebjobs.com/postings/search?utf8=%E2%9C%93&query=&query_v0_posted_at_date=&query_position_type_id%5B%5D=6&435=&commit=Search)
2. Choose one of the 5 work study positions available (GENERAL, IT, HEALTH, ART, SCIENCE)
3. Click view details on chosen field
4. Press apply for this job
5. Create an account
6. Sign into your account
7. Press apply to this job
8. Fill out the application follow these steps to fill out application
* Fill out all the required elements on personal information sheet (for the where did I learn about this job fill in how you heard about work study if you found it on the financial aid website just list financial aid website)
* Press save and continue
* On the education sheet only fill out this part (skip all other parts) 
* Press save and continue
* On the previous employment sheet only give your last employment information (filling in only the fields with a red \*)
* Press save and continue
* Skip the documents needed to apply portion of the application (you can fill this in if you would like)
* Press save and continue
* Skip the references portion of the application (you can fill this in if you would like)
* Press save and continue
* Answer all questions on the supplemental questions part of the application shown below:



* Press save and continue
* Skip the Voluntary Self Identification of Disability part of the application (you can fill this in if you would like)
* Press save and continue
* Skip the Voluntary Self Identification of Protected Veteran Status part of the application (you can fill this in if you would like)
* Press save and continue
* Skip the Voluntary Demographic Information part of the application (you can fill this in if you would like)
* Press save and continue
* The application is complete now press certify and submit