

Looking to work
as a Student
Assistant or
Work-Study
student at CCGA?



Consider
participating in the
Student
Employment
Pre-Certification
Program!

What is Student Employee Pre-Certification?

This is an initiative developed by the Office of Career Development intended to prepare prospective employees for on-campus employment.

What does Pre-Certification entail?

Complete the 5 Preparation Components:

- ✓ Have a résumé & cover letter approved by Career Services
- ✓ Complete mock interview
- ✓ Complete a Student Employment packet
- ✓ Have packet approved by Career Services
- ✓ Attend Student Employment Onboarding
- ✓ Complete Right-to-Know training

What are the benefits for participating?

Career Services will provide on-campus managers with a list of student who have completed the program. We help market you to on-campus managers!



Lexi, one of 220 student workers at CCGA.

Visit Career Services for help completing the 6 components and to receive your certification. Email careerservices@ccga.edu for more information or visit www.CCGA.edu/PreCertification.

