



## COMPUTER TECHNICAL SUPPORT PROGRAM APPLICATION

**Directions to the Applicant**

- 1. Complete the entire application. Do not leave any section unanswered.  
Where an item does not apply to you, write NOT APPLICABLE or N/A.**
- 2. Application packet consists of: 1. Application form 2. Resume 3. Faculty Reference form.**
- 3. Give Faculty Reference form to your faculty reference. (New students may omit this form).**
- 4. Submit Application, and Resume to: Occupational Training Institute – CompTechS,  
21250 Stevens Creek Blvd., Cupertino, CA 95014.**

**1. PERSONAL INFORMATION**

Name: \_\_\_\_\_  
First
Last
(CWID)Student Identification Number

Address: \_\_\_\_\_  
Street
City
State
Zip

(     )                          (     )

Cell Phone                          Other Phone                          E-Mail Address

Are you currently an employee of this district?    [   ] No    [   ] Full-time    [   ] Part-time    [   ] Hourly

Specify: \_\_\_\_\_  
Campus
Department
Position

**2. EDUCATION/TRAINING**

Education	Institution City & State	Degree/Diploma Certificate	Major/Training
High School			
College			
College			
Vocational – Technical School			
Vocational – Technical School			



Name: \_\_\_\_\_

Date: \_\_\_\_\_

**3. EMPLOYMENT HISTORY**

Position Title & Dates of Employment	Employer Name City & State	Primary Responsibilities
Position: From: To:		Duties:
Position: From: To:		Duties:
Position: From: To:		Duties:
Position: From: To:		Duties:

**5. If you have a resume please attach a copy.  
If you don't have a resume you will create one in the Lab.**

Resume should include both work and volunteer experience over the past three years. Additional experience should also be included.

**6. Employment Eligibility**

Check the appropriate status:

- A citizen or national of the United States.     A lawful Permanent Resident
- An alien authorized to work until \_\_\_\_/\_\_\_\_/\_\_\_\_\_     Student Visa\*
- Other \_\_\_\_\_

\*Currently international students are not able to fully participate in this program due to work restrictions.

**7. Other**

To participate in the program, you must be a currently enrolled in classes at De Anza.

How did you learn about the program?    \_\_\_Website    \_\_\_Flyer    \_\_\_Class Presentation    \_\_\_Instructor  
\_\_\_Friend    \_\_\_OTI    \_\_\_Other: \_\_\_\_\_



Name: \_\_\_\_\_

Date: \_\_\_\_\_

Have you ever been convicted of a crime? (You do not need to disclose convictions arising out of minor violations of the Vehicle code, but you do need to disclose all misdemeanor and felony convictions, even those later set aside under Penal code Section 1203.4). Convictions are not an automatic bar to employment. [ ] Yes [ ] No

If yes, please explain: \_\_\_\_\_

I hereby certify that all entries on the Application for Occupational Training Institute's Technical Support Program, supporting materials and other statements made by me are true and correct without mental reservation and that I have not omitted or withheld any material information. I understand that I will be subject to dismissal from the Computer Technical Support Program if anything in this application is found to be untrue.

I understand that the OTI staff may discuss my employment qualifications with college faculty and staff, and previous or current employers. I also understand that written and/or verbal reference will not be made available to me. I expressly and voluntarily waive any rights I might have to access the said reference under the Family Educational Rights and Privacy Act of 1974.

I understand that industry-based internships are complete and that acceptance in to the program does not guarantee placement in an industry-based internship.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

**NON-DISCRIMINATION STATEMENT**

In compliance with Title IX of the 1972 Education Amendments, the Equal Employment Opportunity Act of 1972 (Title VII of the Civil Rights Act of 1964 as amended) and Section 504 of the Rehabilitation Act of 1974, it is the policy of the Foothill-De Anza Community College District not to discriminate against any person on the basis of race, color, religion, creed, national origin, sex, age, marital or parental status, or disability in any of its educational and employment programs and activities, its policies, practices, and procedures.

It is further the policy of this District to take affirmative action in all its programs and in all aspects of employment and student recruitment where disabled persons or persons of a particular race or sex are underutilized, underrepresented, or undeserved.

Name: \_\_\_\_\_

Date: \_\_\_\_\_

Please answer the following questions:

1. What is your experience with the following operating systems?

Experience:	Used	Power User	Installed	Configured Network	Troubleshooting
<b>Windows</b>					
<b>Mac OS</b>					
<b>Linux</b>					

2. Have you installed any PC hardware? What components(s) did you install?

3. Have you ever built a PC? When?

4. Do you have basic troubleshooting skills? Give an example of a problem you solved and how you solved it.

5. Describe any computer networking skills you have. Have you taken networking classes? What and where?

6. How many years of computer experience do you have? Give details.

7. Have you ever taught another person how to use a computer or software program? Explain.

8. Have you taken any programming classes? What and where?

9. Have you ever created a web site? How?

10. Indicate your level of knowledge with these applications (1 – little or no exposure, 5 very fluent)

	Used before?		Fluency Level					Used before?		Fluency Level				
	Yes	No	1	2	3	4	5	Yes	No	1	2	3	4	5
<b>Word</b>								<b>Outlook</b>						
<b>Excel</b>								<b>Access</b>						
<b>Power Point</b>								<b>Browsers</b>						