

# HOW TO?

## Apply for student employment

1

<https://seans.uccs.edu>



Go to <http://seans.uccs.edu>.

2



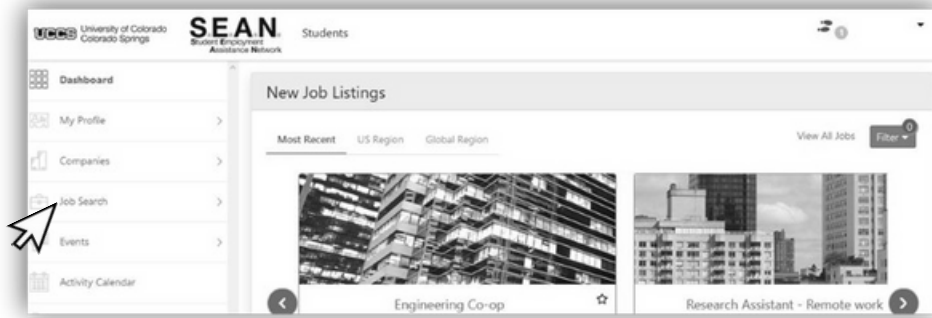
Click the **STUDENT LOGIN** icon.

3



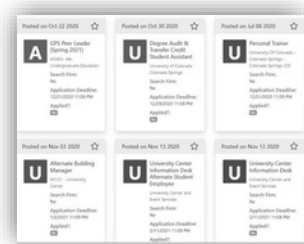
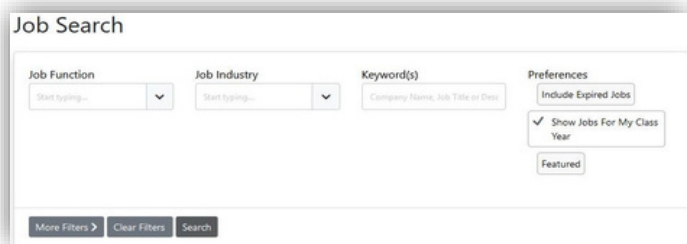
If you have not already done so, you will be prompted to complete and/or review student registration information. Please **complete each section**, as this will assist you in your employment search.

4



Your **Dashboard** is your homepage, and will direct you to new job listings and announcements, as well as your profile, job search, company search, events, and more. Click on the **Job Search** tab to search for specific listings and narrow down your job criteria.

5



You can now see the results of your job search! Click on the job title for each listing for more information about that employment opportunity.

**Note:** You can edit your student profile information anytime! Click the **My Profile** option to begin. You can also upload a copy of your cover letter and resume in the **My Profile** section.

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