

## Application Packet Instructions – Classified Positions

Your application packet WILL NOT be considered unless the following items are received:

1. **Yuba Community College District Classified Application**
  - a. Eight (8) landscape pages
  - b. **Diversity statement** – pg 5 – is required and must be completed and submitted.
  - c. Interview Accommodation and Conviction Disclosure Information

### Please Note:

- **To increase the font when completing the application, please remove any spaces before and after a typed word.**
- Do not use staples or print back-to-back.
- Emailed, faxed or postmarked materials are not accepted.
- Items listed above must be submitted no later than 12:00 noon on the final filing date - **there are no exceptions.**
- **You may submit other materials not requested above – Cover letter, resume, transcripts, etc. – these materials are not required but will be attached to your application packet if submitted.**
- All application materials (**item #1 above**) must be received or dropped off at one of the locations listed below by the final filing date and time, or your application packet will not be considered.

**Yuba Community College District**  
Human Resources - Building 100A Room 21  
2088 North Beale Road  
Marysville, CA 95901

**Clear Lake Campus**  
Administration Office, Building 400  
15880 Dam Road Exit  
Clearlake, CA 95422

**Woodland Community College**  
Administration Office, Building 100  
2300 E. Gibson Road  
Woodland, CA 95776