HOW TO CREATE AN COLLEGE CENTRAL ACCOUNT

FWS JOB Portal

STEP 1:

https://www.collegecentral.com/evc/

Click “Sign Up”

STEP 2:

Follow the prompt, select “Student” and add your Email address

Click: Sign Up
STEP 3:

User ID is your 7 digit Student ID#

Create a Password

Click “Continue”
STEP 4:

Fill out the Registration Information

Items with an * is the only required information
On the section below, select “On Campus” for Job Location and check “Student Assistant”
Again, you only need to complete the sections with an * expected graduation date, is required

Submit the information

Now that you have created an account, can log into the portal and search job openings:

You can review, “How to Search for Jobs,” instructions next.