



STUDENT AMBASSADOR APPLICATION

Please complete the entire application carefully and thoroughly. Please print or type out your answers. Attach another piece of paper if there is not enough room for your answers. You may fill it out electronically, or print and scan, then email to patriciawarren@ucwv.edu.

Name: _____

Student ID Number: _____ Birth Date (mm/dd/yyyy): _____

Phone Number: _____

Email: _____

Home City, State, Country: _____

Residence Hall & Room Number (if living in university housing): _____

Major: _____

Minor/Concentration: _____

GPA (if Freshman Fall Term – give high school GPA): _____

Anticipated College Graduation Date: _____

ACTIVITIES/ORGANIZATIONS

Please list activities/organizations you have been involved in. Include information about your roles in the activity and what you gained through your participation.

GOALS

Describe your short- and long-term goals, professionally and personally. Why did you choose your career goal?

HOBBIES/LEISURE ACTIVITIES

What are your hobbies/leisure activities? Why are they important to you?

APPLICANT QUALITIES

Why are you interested in becoming a Student Ambassador?

What qualities do you have that will help in recruiting new students?

How comfortable are you with public speaking? Do you have any experience?

A tour is the very first impression a prospective student receives of UC. How do you plan on making a great impression and making your tours stand out?

WORK AND VOLUNTEER EXPERIENCE

Employer: _____

Address: _____

Position: _____ Type of Business: _____

Employed from (month/year) _____ / _____ to (month/year) _____ / _____

Employer: _____

Address: _____

Position: _____ Type of Business: _____

Employed from (month/year) _____ / _____ to (month/year) _____ / _____

Do you plan on being employed while attending UC? Yes

No

If yes, what is your employer/company name? _____

How many hours per week will you work? _____

Do you know your work schedule? If yes, please list it here:

Do you have your class schedule for the upcoming semester? Yes No

(If yes, please attach your schedule.)

STUDENT AMBASSADOR LETTER OF RECOMMENDATION

Some suggestions for possible references are school faculty or staff members, youth leaders (advisors, religious leaders, coaches, etc.) and employer(s).

Name of Applicant

Date

The applicant named above is applying for a Student Ambassador position at the University of Charleston. The Student Ambassadors serve as the official host of tours to prospective students. The students work closely with Admissions and other college community groups to promote the institution. The Ambassadors must demonstrate leadership ability, possess good communication skills, have a positive attitude, be self-motivated, and have good time-management skills. When answering the below questions, please keep these desired qualities in mind. We appreciate your assistance in completing this form as candidly as possible.

Reference Name

Job Title

Phone Number

Address, City, State, Zip Code

How long and in what capacity have you known the applicant?

Describe the applicant's initiative and dependability.

Describe the applicant's communication and people skills.

Please rate the candidate's ability to interact with others they have just met: (1-poor, has an extremely hard time interacting with people, and 5-wonderful, has the ability to interact with anyone).

Describe the candidate's organizational skills. Is the candidate able to balance academic, social, extracurricular, and employment commitments?

Has the applicant shown great leadership qualities? Please provide an example.

What is the applicant's greatest strength?

Is there anything else you would like to tell me about the applicant?

Signature

Date