**Student Commencement Speaker**

**Application Materials**

**Purpose**

The Student Commencement Speaker offers an address during the Commencement Ceremony in December/May and serves as the representative of the entire graduating class. Providing the student address during this important college event is an opportunity for the selected student to greet members of the audience on behalf of the graduating class, celebrate the accomplishments of the graduating class, reflect upon the past few years, and convey a message for the future. As the representative of the graduating class the Student Commencement Speaker is expected to have made significant contributions to the campus community and have achieved academic success.

Along with notable members of ASU and the community as well as other important representatives, the Student Commencement Speaker will participate in pre-Commencement activities. The class speaker should be one who has made positive contributions to our campus and the community, and motivated others to do so as well.  This graduate has upheld a desire to help others realize their own potential while exhibiting positive attitudes and continued self improvement.

**Criteria for Eligibility**

* Applicants must graduate in the ***FALL*** semester or be graduating in ***SPRING*** semester
* Demonstrate academic success by achieving a minimum 3.00 cumulative ASU GPA (at time of application) Currently in good disciplinary standing
	+ On-going leadership involvement at ASC for three semesters if receiving a bachelor’s degree
	+ The student’s involvement may include memberships with campus groups, coordinating events on campus, holding campus job or being appointed or elected to a leadership position with an organization, board, or committee
	+ The student’s involvement must have contributed to the improvement of student life on campus (i.e.: the student identified a need and filled it. They did not just watch from the sidelines, but instead made a significant difference by their involvement).
* Submitted a complete application

**Selection Process**

* The Student Commencement Speaker Advisory Board is composed of one ASC faculty member, two members of the graduating class who are **not** applying for this honor, one non-graduating student (Academic Committee Chair preferably). The Student Commencement Speaker Advisory Board facilitates the selection process.
* The Advisory Board reviews all applications and selects finalists..

**Application Deadline**

To be considered for Student Commencement Speaker, a complete application must be received by the AS&F Senate Program Assistant in the Student Life Center in Student Union Building by

**5pm on the November 9th (Fall) or February (Spring).**

**Questions**

Should you have questions regarding the Student Commencement Speaker or this process, please contact the AS&F Program Assistant at 719-587-7948or via e-mail at ascasf@grizzlies.adams.edu***.***

**Student Commencement Speaker Application**

Name\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Student ID # \_\_\_\_\_\_\_\_\_\_\_\_\_\_

Degree Program\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Phone Number \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Email Address\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Current G.P.A\_\_\_\_\_\_\_\_\_\_\_\_ Spring or Fall Years attended at ASC\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Minimum GPA 3.0 Circle One

Please attach the following application materials to this form:

**1. Narrative Essay**

Essay should be no more than 1 typed page and address the following question:

1. Describe why you want to be the Student Commencement Speaker.

**2. Written Outline of Your Proposed Commencement Address**

When read, this address should not exceed five minutes in length.

1. Must include:
	1. Greeting members of the audience on behalf of the graduating class
	2. Ability to celebrate the accomplishments of the graduating class
	3. The means to reflect upon the past few years
	4. The capability to convey a message for the future

**3. Leadership Resume**

Resumes should include dates associated with each experience and describe the following:

1. Elected or appointed leadership positions and jobs with your areas of responsibilities, accomplishments, and/or skills acquired

2. Organizations, committees, or boards for which you hold or have held membership with during your academic career at ASC and any details of your work with these groups

3. Scholarships, honors, awards, or special recognitions

**4. Two Letters of Recommendation from Current ASU faculty, staff members, or students**

Letters should attest to the student’s achievements and ability to be a successful Commencement Speaker

**One** letter must be from current ASU faculty or staff members. Please provide each reference with the included form.

**5. A Copy of your Application for Graduation or Letter of Degree Completion with Approval Date**

**Applications must be received with all required materials by TIME and DATE……..**

I,\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, Student ID # \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_,

 Print Name

authorize Commencement Committee to verify my cumulative ASC G.P.A. I hereby attest that the information in this application is my original work and is true and correct.

Signature \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Date\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

To be considered for the Student Commencement Speaker, please submit your complete application to:

**AS&F Senate Program Assistant**

**Student Union Building- Student Life Center**

**Drop off or email to ascasf@grizzlies.adams.edu**

**For Office Use Only**

Date/Time Received: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Staff Initials: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Application Complete: 􀀀 Yes 􀀀 No Meets Eligibility Requirements: 􀀀 Yes 􀀀 No Staff Initials: \_\_\_\_\_\_\_\_\_\_\_\_\_

**Student Commencement Speaker**

**Letter of Recommendation**

Applicant’s Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**To the Applicant:** You may give this form to any staff or faculty member who can speak directly and specifically about your leadership experience, ability, and potential at ASU

**To the Recommender:** This student is applying to be the Student Commencement Speaker. Your letter of recommendation will be reviewed by the Speaker Advisory Board and scored as part of this student’s application packet. The Board awards points to students who submit letters containing the following information:

1. Examples of the student’s strengths in regard to leadership, co-curricular involvement, and/or character and the influence said assets have had upon the ASU campus community or a specific student population.
2. A clear explanation of why you personally feel this student is deserving of such a high honor.

We strongly encourage all recommenders to support your statements with references to your personal experiences with the student.

Please return your completed, signed letter of recommendation to the student applicant. Letters should be provided to the student directly and not enclosed in envelopes. The student’s application will be considered incomplete if your letter is not included with his and/or her application packet.

**Please Print Legibly**

Recommender’s Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Position or Title: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Phone Number: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Email Address:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Signature \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Date\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Please return the completed recommendation to the student.**

**All application materials must be submitted together.**

**If you have any questions about this process, please contact the**

**AS&F Senate Assistant Advisor David Wright**

**at 719-587-7948 or via e-mail david.wright@adams.edu**