

17 Years of Excellence  
**UNIVERSITY**  
**STUDENT**  
**LEADERSHIP**  
**AWARDS**

*Celebrating Outstanding Achievement*

**2009**

**Nomination Packet**

Outstanding Student Leader: Undergraduate & Graduate  
Outstanding Achievement by an Organization

Outstanding Achievement by an Individual • Outstanding Community Outreach

Outstanding Service to Campus • Hokie Spirit

Student Organization of the Year • Outstanding Program of the Year

Outstanding New Member • Adviser of the Year • Hokie Community



**VirginiaTech**  
*Invent the Future*



# UNIVERSITY STUDENT LEADERSHIP AWARDS

## General Information

Each year the Department of Student Activities in the Division of Student Affairs at Virginia Tech coordinates the recognition of achievements made by our university's students, student organizations, and advisers. Students, faculty, and staff are given the opportunity to make nominations for our twelve prestigious awards. Nomination packets are then reviewed by the USLA selection committee, which is comprised of representatives from across campus. When evaluating nominees for an award, the selection committee looks for the extent to which nominees have contributed to the University community through leadership, service, and involvement. Committee decisions are final and are kept confidential until the awards ceremony.

## Completing the Nomination Packet

You may nominate another person for one of the University Student Leadership Awards, an organization of which you are a part, or you may apply for an award yourself. Again, **you may nominate yourself for one of the University Student Leadership Awards.**

The due date for complete nomination packets is **Wednesday, February 11, 2009 at 5:00 p.m.** Only completed packets will be considered. If a packet includes recommendation letters, these should be submitted together. Recommendation letters should not be sent separately.

Nominations will be judged based on the criteria listed on each award form, as well as the appearance of the packet. We recommend that all forms and letters be completed in a professional manner, as well as any supporting documentation.

All contents should be on white paper, paper clipped together (not stapled), and three-hole punched, with the award form on top.

All completed nomination packets should be submitted to:

The Department of Student Activities  
Attn. USLA Coordinator  
319 Squires Student Center (0138)  
Blacksburg, VA 24061

## The USLA Ceremony and Reception

The 17<sup>th</sup> Annual University Student Leadership Awards will be held on **Tuesday, March 31, 2009** at the **Old Dominion Ballroom, Squires**. The ceremony will begin promptly at **5:45 p.m.**

Nominees and applicants will receive invitations to the ceremony, but the event is open to all who wish to attend. We encourage you to bring friends, family, and organization members.

*For more information please contact Allison Dunn, Coordinator of Leadership Development in the Department of Student Activities, at [adunn@vt.edu](mailto:adunn@vt.edu) or 540-231-8667. Packets are available online at <http://www.uusa.vt.edu/studentactivities/leadershipDevelopmentinfo.php#UniversityAwards>.*

# UNIVERSITY STUDENT LEADERSHIP AWARDS

## Outstanding Student Leader: Undergraduate & Graduate

### Award Description

- Leadership can be seen as the accepting of responsibility and accountability, knowing when to lead and when to follow, and having the desire to create positive social change in the community and the world.
- Selection for Outstanding Undergraduate and Graduate Student Leader will be based upon academic achievement and overall leadership and service within the Virginia Tech community.
- Nominees/applicants must have been members of an officially registered student organization and held a leadership role for at least one academic year. Students must be currently enrolled in classes or involved in a co-op/internship and maintain a *minimum GPA of 2.8 (undergraduates) or 3.0 (graduates)*.

### Instructions

Complete this form for each nomination/application for Outstanding Student Leader. Please type or neatly print this cover sheet in its entirety and attach any additional required documents. A nomination/application must have all parts to be considered by the selection committee. It is the responsibility of the nominator/applicant to turn in a complete packet. All forms must be submitted by **5:00 p.m. on Wednesday, February 11, 2009** to: *The Department of Student Activities, Attn: USLA Coordinator, 319 Squires Student Center (0138), Blacksburg, VA 24061.*

### Additional Documents to Attach

- A one-page statement of why the nominee should be honored with the Outstanding Student Leader award
- Up to 2 Letters of Recommendation (These may come from peers, advisers, faculty, etc.)
- You may also submit supporting documentation.

**Award Type** (check only one)  Undergraduate  Graduate

### Nominee/Applicant Information

Name of Student: \_\_\_\_\_

Virginia Tech PID: \_\_\_\_\_

Classification (circle one): FR SO JR SR Grad

### Nominator's Information (may be the same as above)

Person Making Nomination: \_\_\_\_\_

Virginia Tech PID: \_\_\_\_\_

Local Phone Number: \_\_\_\_\_

*As the person submitting this nomination/application, I verify that the information provided in this packet is accurate to the best of my knowledge.*

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

# UNIVERSITY STUDENT LEADERSHIP AWARDS

## Adviser of the Year

### Award Description

- This award is to honor the adviser of an officially registered student organization who has demonstrated outstanding contributions with his/her time and expertise.
- All organization advisors are eligible for this award, including those who advise a group as a part of their job description.
- Examples of commitment, action, encouragement, mentorship, and assistance to the organization should be included. What has the nominee done in an advisory capacity that makes him/her an exceptional adviser?

### Instructions

Complete this form for each nomination/application for Adviser of the Year. Please type or neatly print this cover sheet in its entirety and attach any additional required documents. A nomination/application must have all parts to be considered by the selection committee. It is the responsibility of the nominator/applicant to turn in a complete packet. All forms must be submitted by **5:00 p.m.** on **Wednesday, February 11, 2009** to: *The Department of Student Activities, Attn: USLA Coordinator, 319 Squires Student Center (0138), Blacksburg, VA 24061*

### Additional Documents to Attach

- A one-page statement of why the nominee should be honored with the Adviser of the Year award
- Up to 2 Letters of Recommendation (These may come from peers, organization members, etc.).
- You may also submit supporting documentation.

### Nominee/Applicant Information

Name of Adviser: \_\_\_\_\_

Virginia Tech PID: \_\_\_\_\_

### Nominator's Information (may be the same as above)

Person Making Nomination: \_\_\_\_\_

Virginia Tech PID: \_\_\_\_\_

Local Phone Number: \_\_\_\_\_

*As the person submitting this nomination/application, I verify that the information provided in this packet is accurate to the best of my knowledge.*

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

# UNIVERSITY STUDENT LEADERSHIP AWARDS

## Outstanding New Member

### Award Description

- This award is given to a student who has not yet held a leadership role, but through a commitment of time and energy has made an impact on the organization and the University community.
- Recommendations should include the length of time the nominee has been involved with the organization.
- Nominees must have been members of an officially registered student organization for no more than 4 semesters.
- Students must be currently enrolled in classes or involved in a co-op/internship.

### Instructions

Complete this form for each nomination/application for Outstanding New Member. Please type or neatly print this cover sheet in its entirety and attach any additional required documents. A nomination/application must have all parts to be considered by the selection committee. It is the responsibility of the nominator/applicant to turn in a complete packet. All forms must be submitted by **5:00 p.m. on Wednesday, February 11, 2009** to: *The Department of Student Activities, Attn: USLA Coordinator, 319 Squires Student Center (0138), Blacksburg, VA 24061*

### Additional Documents to Attach

- A one-page statement of why the nominee should be honored with the Outstanding New Member award
- Up to 2 Letters of Recommendation (These may come from peers, advisers, faculty, etc.)
- You may also submit supporting documentation.

### Nominee/Applicant Information

Name of Student: \_\_\_\_\_

Virginia Tech PID: \_\_\_\_\_

Classification (circle one): FR SO JR SR Grad

### Nominator's Information (may be the same as above)

Person Making Nomination: \_\_\_\_\_

Virginia Tech PID: \_\_\_\_\_

Local Phone Number: \_\_\_\_\_

*As the person submitting this nomination/application, I verify that the information provided in this packet is accurate to the best of my knowledge.*

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

# UNIVERSITY STUDENT LEADERSHIP AWARDS

## Outstanding Achievement by an Individual

### Award Description

- This award is to honor a specific achievement by an *undergraduate* student that has significantly impacted the University community. This achievement may be, but is not limited to, the implementation of a unique program or event, the persevering against incredible odds to rebuild or maintain an organization, or a particular action to promote social change.
- The individual should not have received any form of monetary gain for this specific achievement.
- Students must be currently enrolled in classes or involved in a co-op/internship.

### Instructions

Complete this form for each nomination/application for Outstanding Achievement by an Individual. Please type or neatly print this cover sheet in its entirety and attach any additional required documents. A nomination/application must have all parts to be considered by the selection committee. It is the responsibility of the nominator/applicant to turn in a complete packet. All forms must be submitted by **5:00 p.m. Wednesday, February 11, 2009** to: *The Department of Student Activities, Attn: USLA Coordinator, 319 Squires Student Center (0138), Blacksburg, VA 24061*

### Additional Documents to Attach

- A one-page statement of why the nominee should be honored with the Outstanding Achievement by an Individual award
- Up to 2 Letters of Recommendation (These may come from peers, advisers, faculty, etc.)
- You may also submit supporting documentation.

### Nominee/Applicant Information

Name of Student: \_\_\_\_\_

Virginia Tech PID: \_\_\_\_\_

Classification (circle one): FR SO JR SR

### Nominator's Information (may be the same as above)

Person Making Nomination: \_\_\_\_\_

Virginia Tech PID: \_\_\_\_\_

Local Phone Number: \_\_\_\_\_

*As the person submitting this nomination/application, I verify that the information provided in this packet is accurate to the best of my knowledge.*

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

# UNIVERSITY STUDENT LEADERSHIP AWARDS

## Outstanding Achievement by an Organization

### Award Description

- This award is to honor a specific achievement by an officially registered student organization. The achievement should be a unique action that has not benefited the welfare of the organization, fulfilled its national affiliation, or led to any monetary gain. The achievement should not have been related to a recruiting or competitive event.
- The organization recognized with this award cannot also receive Outstanding Program of the Year for 2009 or the Hokie Spirit award for 2009.

### Instructions

Complete this form for each nomination/application for Outstanding Achievement by an Organization. Please type or neatly print this cover sheet in its entirety and attach any additional required documents. A nomination/application must have all parts to be considered by the selection committee. It is the responsibility of the nominator/applicant to turn in a complete packet. All forms must be submitted by **5:00 p.m. on Wednesday, February 11, 2009** to: *The Department of Student Activities, Attn: USLA Coordinator, 319 Squires Student Center (0138), Blacksburg, VA 24061.*

### Additional Documents to Attach

- A one-page statement of why the nominated organization should be honored with the Outstanding Achievement by an Organization award
- Roster of current active members, including an adviser (if applicable)
- Up to 2 letters of recommendation (These may come from advisers, faculty, organization members, etc.)
- You may also submit supporting documentation.

### Nominee/Applicant Information

Full Name of Organization: \_\_\_\_\_

Organization Number: \_\_\_\_\_

### Nominator's Information (may be the same as above)

Person Making Nomination: \_\_\_\_\_

Virginia Tech PID: \_\_\_\_\_

Local Phone Number: \_\_\_\_\_

*As the person submitting this nomination/application, I verify that the information provided in this packet is accurate to the best of my knowledge.*

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

# UNIVERSITY STUDENT LEADERSHIP AWARDS

## Outstanding Community Outreach

### Award Description

- This award honors the exceptional commitment and service to the Montgomery County community by a student (undergraduate or graduate) OR an officially registered student organization.
- Students must be currently enrolled in classes or involved in a co-op/internship.
- If an organization is recognized with this award, it cannot also receive the Hokie Spirit award for 2009.

### Instructions

Complete this form for each nomination/application for Outstanding Community Outreach. Please type or neatly print this cover sheet in its entirety and attach any additional required documents. A nomination/application must have all parts to be considered by the selection committee. It is the responsibility of the nominator/applicant to turn in a complete packet. All forms must be submitted by **5:00 p.m. on Wednesday, February 11, 2009** to: *The Department of Student Activities, Attn: USLA Coordinator, 319 Squires Student Center (0138), Blacksburg, VA 24061.*

### Additional Documents to Attach

- A one-page statement of why the nominee/organization should be honored with the Outstanding Community Outreach award
- Organizations Only: Roster of current active members, including an adviser (if applicable)
- Up to 2 letters of recommendation (These may come from peers, advisers, organization members, etc.)
- You must submit supporting documentation describing the project or service.

### Nominee/Applicant Information

Name of Student/Organization: \_\_\_\_\_

Virginia Tech PID/Organization Number: \_\_\_\_\_

Student's Classification (circle one): FR SO JR SR Grad

### Nominator's Information (may be the same as above)

Person Making Nomination: \_\_\_\_\_

Virginia Tech PID: \_\_\_\_\_

Local Phone Number: \_\_\_\_\_

*As the person submitting this nomination/application, I verify that the information provided in this packet is accurate to the best of my knowledge.*

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

# UNIVERSITY STUDENT LEADERSHIP AWARDS

## Outstanding Service to Campus

### Award Description

- This award honors significant service to the Virginia Tech campus and demonstrated support of the University's mission and values by a student (undergraduate or graduate).
- Outstanding service goes "above and beyond the call of duty" of one's position.
- Students must be currently enrolled in classes or involved in a co-op/internship.

### Instructions

Complete this form for each nomination/application for Outstanding Service to Campus. Please type or neatly print this cover sheet in its entirety and attach any additional required documents. A nomination/application must have all parts to be considered by the selection committee. It is the responsibility of the nominator/applicant to turn in a complete packet. All forms must be submitted by **5:00 p.m. on Wednesday, February 11, 2009** to: *The Department of Student Activities, Attn: USLA Coordinator, 319 Squires Student Center (0138), Blacksburg, VA 24061*

### Additional Documents to Attach

- A one-page statement of why the nominee should be honored with the Outstanding Service to Campus award
- Up to 2 letters of recommendation (These may come from peers, advisers, organization members, etc.)
- You must submit supporting documentation describing the project or service.

### Nominee/Applicant Information

Name of Student: \_\_\_\_\_

Virginia Tech PID: \_\_\_\_\_

Student's Classification (circle one): FR SO JR SR Grad

### Nominator's Information (may be the same as above)

Person Making Nomination: \_\_\_\_\_

Virginia Tech PID: \_\_\_\_\_

Local Phone Number: \_\_\_\_\_

*As the person submitting this nomination/application, I verify that the information provided in this packet is accurate to the best of my knowledge.*

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

# UNIVERSITY STUDENT LEADERSHIP AWARDS

## Outstanding Program of the Year

### Award Description

- This award has been created to recognize an outstanding program coordinated by an officially registered student organization that has had a significant impact on the University community.
- Programs should have occurred any time from January 2008 to February 2009.
- Program will be evaluated on supporting documentation and descriptions of the following programming areas: goals, program outcomes, planning and preparation, funding, publicity and promotion, overcoming obstacles, evaluation, program success, and campus support.
- The organization recognized with this award cannot also receive Outstanding Achievement by an Organization for 2009 or the Hokie Spirit award for 2009.

### Instructions

Complete this form for each nomination/application for Outstanding Program of the Year. Please type or neatly print this cover sheet in its entirety and attach any additional required documents. A nomination/application must have all parts to be considered by the selection committee. It is the responsibility of the nominator/applicant to turn in a complete packet. All forms must be submitted by **5:00 p.m. on Wednesday, February 11, 2009** to: *The Department of Student Activities, Attn: USLA Coordinator, 319 Squires Student Center (0138), Blacksburg, VA 24061.*

### Additional Documents to Attach

- A one to two page statement about why the organization should be honored with the Outstanding Program of the Year award
- Roster of current active members, including an adviser (if applicable)
- Up to 2 letters of recommendation (These may come from peers, advisers, organization members, etc.)
- You must submit supporting documentation describing the program in relation to the criteria listed above.

### Nominee/Applicant Information

Full Name of Organization: \_\_\_\_\_

Organization Number: \_\_\_\_\_

### Nominator's Information (may be the same as above)

Person Making Nomination: \_\_\_\_\_

Virginia Tech PID: \_\_\_\_\_

Local Phone Number: \_\_\_\_\_

*As the person submitting this nomination/application, I verify that the information provided in this packet is accurate to the best of my knowledge.*

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

# UNIVERSITY STUDENT LEADERSHIP AWARDS

## Student Organization of the Year

### Award Description

- Two officially registered student organizations will be recognized for their overall efforts at Virginia Tech.
- The first award will be presented to an RSO (Registered Student Organization) and the second award will recognize a UCSO (University Chartered Student Organization) or a USLP (University Student Life Program).
- Nominees should demonstrate excellence in fulfillment of its organization's purpose, membership and leadership development, campus life enhancement, community contributions, and University involvement.
- Nominees must be a student organization that has been registered for at least two years at Virginia Tech.
- The organizations recognized with this award cannot also receive the Hokie Spirit award for 2009.

### Instructions

Complete this form for each nomination/application for Student Organization of the Year. Please type or neatly print this cover sheet in its entirety and attach any additional required documents. A nomination/application must have all parts to be considered by the selection committee. It is the responsibility of the nominator/applicant to turn in a complete packet. All forms must be submitted by **5:00 p.m. on Wednesday, February 11, 2009** to: *The Department of Student Activities, Attn: USLA Coordinator, 319 Squires Student Center (0138), Blacksburg, VA 24061.*

### Additional Documents to Attach

- A one to two page statement of why the organization should be honored with the Student Organization of the Year award, including the organization's purpose or mission
- Roster of current active members, including an adviser (if applicable)
- Up to 2 letters of recommendation (These may come from peers, advisers, organization members, etc.)
- You are encouraged to submit supporting documentation.

Award Type (check only one)

RSO

UCSO or USLP

### Nominee/Applicant Information

Full Name of Organization: \_\_\_\_\_

Organization Number: \_\_\_\_\_

### Nominator's Information (may be the same as above)

Person Making Nomination: \_\_\_\_\_

Virginia Tech PID: \_\_\_\_\_

Local Phone Number: \_\_\_\_\_

*As the person submitting this nomination/application, I verify that the information provided in this packet is accurate to the best of my knowledge.*

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

# UNIVERSITY STUDENT LEADERSHIP AWARDS

## Hokie Spirit

### Award Description

- This award honors *exemplary multi-year* service to the greater Hokie Nation; demonstrated support of the University's mission and values; and true embodiment of the university's motto *Ut Prosim: that I may serve*.
- Only officially registered student organizations are eligible.
- Outstanding service goes "above and beyond the call of duty" of one's organizational purpose.
- Multi-year service is "continued service to the university and/or Hokie Nation for at least two consecutive years."
- The organization recognized with this award cannot also receive the Student Organization of the Year award for 2009 or the Outstanding Program of the Year award for 2009.

### Instructions

Complete this form for each nomination/application for the Hokie Spirit award. Please type or neatly print this cover sheet in its entirety and attach any additional required documents. A nomination/application must have all parts to be considered by the selection committee. It is the responsibility of the nominator/applicant to turn in a complete packet. All forms must be submitted by **5:00 p.m.** on **Wednesday, February 11, 2009** to: *The Department of Student Activities, Attn: USLA Coordinator, 319 Squires Student Center (0138), Blacksburg, VA 24061*

### Additional Documents to Attach

- A one to two page statement of why the organization should be honored with the Hokie Spirit award
- Roster of current active members, including an adviser (if applicable)
- Up to 2 letters of recommendation (These may come from peers, advisers, organization members, etc.)
- You must submit supporting documentation describing the continued service.

### Nominee/Applicant Information

Name of Organization: \_\_\_\_\_

Virginia Tech Organization Number: \_\_\_\_\_

### Nominator's Information (may be the same as above)

Person Making Nomination: \_\_\_\_\_

Virginia Tech PID: \_\_\_\_\_

Local Phone Number: \_\_\_\_\_

*As the person submitting this nomination/application, I verify that the information provided in this packet is accurate to the best of my knowledge.*

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

# UNIVERSITY STUDENT LEADERSHIP AWARDS

## Hokie Community

### Award Description

- This award is to honor a university staff or faculty member who has demonstrated outstanding contributions to the building of *Hokie Community* with his/her time and expertise.
- All university staff and faculty members are eligible for this award, *except* for organizational advisors (paid or unpaid) since they are eligible for the Advisor of the Year award.
- Examples of commitment to, action towards, and encouragement of building Hokie community should be included. What has the nominee done in a professional capacity that makes him/her an exceptional builder of the Hokie Community?

### Instructions

Complete this form for each nomination/application for the Hokie Community award. Please type or neatly print this cover sheet in its entirety and attach any additional required documents. A nomination/application must have all parts to be considered by the selection committee. It is the responsibility of the nominator/applicant to turn in a complete packet. All forms must be submitted by **5:00 p.m. on Wednesday, February 11, 2009** to: *The Department of Student Activities, Attn: USLA Coordinator, 319 Squires Student Center (0138), Blacksburg, VA 24061*

### Additional Documents to Attach

- A one-page statement of why the nominee should be honored with the Hokie Community award
- Up to 2 Letters of Recommendation (These may come from peers, organization members, etc.).
- You may also submit supporting documentation.

### Nominee/Applicant Information

Nominee: \_\_\_\_\_

Virginia Tech PID: \_\_\_\_\_

### Nominator's Information (may be the same as above)

Person Making Nomination: \_\_\_\_\_

Virginia Tech PID: \_\_\_\_\_

Local Phone Number: \_\_\_\_\_

*As the person submitting this nomination/application, I verify that the information provided in this packet is accurate to the best of my knowledge.*

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

University Student Leadership Awards

## Recommendation Form

If recommending a person or organization for more than one award, separate recommendation forms must be completed. Someone other than the nominator/applicant must complete this form. Please be sure to review and to tailor recommendations to the criteria for each award. **Forms should be submitted with the nomination packet.**

Award for which you are recommending this individual or organization: (check one)

- |   |   |  |
|---|---|--|
| <input type="checkbox"/> Outstanding Student Leader       | <input type="checkbox"/> Outstanding New Member                     | <input type="checkbox"/> Adviser of the Year |
| <input type="checkbox"/> Outstanding Community Outreach   | <input type="checkbox"/> Outstanding Achievement by an Individual   | <input type="checkbox"/> Hokie Spirit        |
| <input type="checkbox"/> Student Organization of the Year | <input type="checkbox"/> Outstanding Service to Campus              | <input type="checkbox"/> Hokie Community     |
| <input type="checkbox"/> Outstanding Program of the Year  | <input type="checkbox"/> Outstanding Achievement by an Organization |  |

Name of Nominee/Applicant: \_\_\_\_\_

Your Name & Title (if applicable): \_\_\_\_\_

Your Affiliation with the Individual or Organization: \_\_\_\_\_

\_\_\_\_\_

Phone #: \_\_\_\_\_ Email: \_\_\_\_\_

\_\_\_\_\_

*You may attach additional sheets if necessary.*