

# MSU – Great Falls College of Technology



## Student Ambassador Program

### Application Packet

**This packet includes the following:**

- **Student Ambassador Program Description**
- **Student Ambassador Application**
- **Student Ambassador Recommendation Form**

**Please Return Completed Applications to:  
College Relation and Advancement Division  
MSU – Great Falls College of Technology  
By January 10<sup>th</sup> at 12:00pm**

# MSU – Great Falls College of Technology

## Student Ambassador Program Description

### **Mission**

MSU – Great Falls Ambassadors are dedicated to serving the College by representing the institution to all constituent groups: prospective students, current students, donors, and alumni. Ambassadors focus on the recruitment and transition of students, providing service, support, and a unique perspective that only a current student can offer. Ambassadors also represent the College to outside interests, interacting with community and state leaders. Through this program, Ambassadors form a select group that will receive individual leadership development, organizational skill training, and diverse networking opportunities.

**Position Summary:** Student Ambassador is a volunteer student leadership position. Ambassadors support the college's marketing and recruitment activities and serve as student leaders during student orientation each fall and spring semester. The Ambassadors may also represent the college by assisting with activities both on and off campus including but not limited to: campus tours, high school visits, and career fairs.

### **Qualifications**

#### *Required:*

- Successful completion of at least six credits at MSU – Great Falls College of Technology
- Presently enrolled for the current and/or upcoming semester at MSU – Great Falls College of Technology
- Minimum of 2.5 cumulative G.P.A. each semester
- Completion of the Application Packet and valid recommendation forms
- Must be willing to commit a minimum of two semesters
- Selected students are required to register for the ambassador leadership course

#### *Preferred, but not required:*

- Strong interpersonal skills, including listening and advising skills
- Leadership skills or previous leadership experience
- Previous volunteer or community service

### **Benefits**

- Opportunity to be involved with a selective and prestigious campus organization
- Excellent activity to include on resume with a commendation letter from the Dean
- Opportunity to refine communication skills
- Opportunity to fulfill community service requirement
- Bookstore discount of 10% (excluding food and beverages)

**MSU – Great Falls College of Technology**  
**Student Ambassador Application**

*Please type or print neatly*

**PERSONAL DATA**

Name: \_\_\_\_\_

Address: \_\_\_\_\_

City \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Home Phone: \_\_\_\_\_ Cell phone: \_\_\_\_\_

Student ID #: \_\_\_\_\_ Email Address: \_\_\_\_\_

High School \_\_\_\_\_ Graduation Year \_\_\_\_\_

**EDUCATION RECORD**

Program of Study: \_\_\_\_\_

Current G.P.A. \_\_\_\_\_ Expected Graduation Date: \_\_\_\_\_

Please list your **available** times for the upcoming semester to volunteer as a Student Ambassador. Also attach the day/time copy of your class schedule to your application.

<b>DAYS</b>	<b>SUN</b>	<b>MON</b>	<b>TUE</b>	<b>WED</b>	<b>THUR</b>	<b>FRI</b>	<b>SAT</b>
<b>Times Available</b>							

1. What strengths, attributes/talents do you possess that would contribute to your effectiveness as a Student Ambassador?

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

2. Please list previous and current leadership and community service involvement.

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3. Why do you want to be a Student Ambassador? What do you hope to gain?

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4. Please include any additional information which you believe is relevant to assist the committee in the selection process.

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**Please provide at least two academic or personal references:**

1. Name: \_\_\_\_\_ Contact Information: \_\_\_\_\_

2. Name: \_\_\_\_\_ Contact Information: \_\_\_\_\_

*\*Be sure to have the recommendation form completed by both references*

**Consent for Verification of Student Records:**

I hereby certify that all statements made on this application are true and correct to the best of my knowledge and authorize investigation of all statements herein recorded. I release from all liability persons and organizations reporting information required by this application. I grant permission to an authorized representative of MSU – Great Falls College of Technology to verify my student records for purposes of this application.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**DO NOT WRITE BELOW THIS LINE**

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Interviewed on: \_\_\_\_/\_\_\_\_/\_\_\_\_ By: \_\_\_\_\_

Accepted: Yes \_\_\_\_ No \_\_\_\_

Comments: \_\_\_\_\_

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# MSU – Great Falls College of Technology Student Ambassador Recommendation Form

You are being asked to provide a reference for \_\_\_\_\_ who is applying for a position as a Student Ambassador at MSU – Great Falls College of Technology.

### **To the Student Applicant:**

Please check one of the options below regarding your right of access:

\_\_\_\_ I, the undersigned, waive the right of personal access to this recommendation.

\_\_\_\_ I, the undersigned, retain the right of personal access to this recommendation.

\_\_\_\_\_  
Signature of Student Applicant

\_\_\_\_\_  
Date

### **To the Recommender:**

Name: \_\_\_\_\_

Title: \_\_\_\_\_

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

Relationship to Applicant: \_\_\_\_\_

(Examples: College Faculty/Staff, High School Teacher, Employer, etc)

Student Ambassadors assist with marketing and recruitment activities and serve as student leaders during student orientation each semester. They may also represent the college by assisting with activities both on and off campus including but not limited to: campus tours, high school visits, career fairs, etc.

Candidates should have good listening skills, strong academic and leadership skills, effective communication techniques and the ability to manage multiple priorities.

We would appreciate your completion of this recommendation form by providing your personal reactions concerning the applicant, or attach a separate letter of reference.

**Please answer as candidly and completely as possible (or provide a letter addressing the questions)**

1. Describe the applicant's level of maturity and sense of responsibility.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

2. Please comment on the applicant's communication skills (one-on-one, small groups).

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3. Please comment on the applicant's leadership potential.

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4. Please furnish any additional information regarding the applicant, relating to his/her ability to listen, advise, encourage and support.

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5. Do you have any other comments about this candidate that would help in the selection?

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6. Please mark the appropriate response:

- I highly recommend this applicant
- I recommend this applicant
- I recommend this applicant with reservations
- I do not recommend this applicant

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Signature of Reference \_\_\_\_\_ Date \_\_\_\_\_

***Please submit this application to the Student Ambassador Candidate in a sealed, signed envelope. Thank you for your contribution to the selection of qualified candidates for the Student Ambassador Program at MSU - Great Falls College of Technology.***