



## Arkansas State University Student Honors Awards Nomination Form

### R. E. LEE WILSON CITIZENSHIP AWARD and DISTINGUISHED SERVICE AWARDS

The Selection Committee for the Distinguished Service Awards and R. E. Lee Wilson Citizenship Award is now accepting applications. The application deadline is Wednesday, December 13, 2017 at noon.

The award is named in honor of Mr. R. E. Lee Wilson, who served on the Board of Trustees from 1917 until his death in 1933. Since 1934, the award has been given to the most outstanding graduate at Arkansas State University based on: **1) Character 2) Determination 3) Involvement and 4) Academic Achievement.**

Any graduating senior this academic year (August 2017, December 2017, or May 2018) is eligible to apply. The selection committee considers participation and leadership in student organizations along with scholastic achievement. Leadership and participation in organizations or activities of campus significance are considered more strongly than those of a general nature.

All completed applications are reviewed by a selection committee comprised of faculty, staff, students and former Wilson Award recipients. The committee selects a minimum of four and maximum of seven students as recipients of the Distinguished Service Awards. From the Distinguished Service Award winners, the committee then selects one recipient for the R. E. Lee Wilson Award. Nominees should be prepared for a possible brief interview as part of the selection process. The awards will be presented at a ceremony held at the Cooper Alumni Center on April 26, 2018 at 6:00p.m.

Previous Wilson Award recipients formed a Wilson Fellows Chapter of the Arkansas State University Alumni Association which has funded a scholarship program. Wilson Award winners receive a post-graduate scholarship from the chapter to be used for additional education after graduation from A-State.

Submit completed nomination/application packets **by NOON on Wednesday, December 13, 2017** to:

Student Honors Awards  
Office of the Vice Chancellor for Student Affairs  
Administration Building, Room 233  
P.O. Box 189, State University, AR 72467  
(870) 972-2048

**PLEASE NOTE: INCOMPLETE OR LATE APPLICATIONS WILL NOT BE CONSIDERED**

## **Frequently Asked Questions**

### R. E. LEE WILSON CITIZENSHIP AWARD and DISTINGUISHED SERVICE AWARDS

#### ***Can students nominate themselves?***

Students are encouraged to take the initiative and make a request of an Arkansas State University faculty member or organization advisor to be nominated. The student can complete the entire application, but must have a faculty member or organization advisor agree to be listed on the application as 'nominator'.

#### ***Does it help to have more than three letters of recommendation?***

You may not have more than three letters of recommendation with your completed application. The first three letters that arrive at the Vice Chancellor for Student Affairs Office will be the three included with your application. All others will be discarded.

#### ***How detailed do I need to be in the application?***

As detailed as possible. If you are involved in an organization, list the extent of your involvement as well as the purpose of the organization. If you are an officer, list the duties of your job and your accomplishments in the position. The committee cannot read more into the application than the information you give. If you do not explain your involvement, they will not understand how active you were or how much time the position took. Some members of the committee may not know all of the specific organizations on the ASU campus or what they do, so it helps to be specific.

#### ***Aren't these awards just for students involved in general campus organizations like SGA?***

No. The committee considers students involved in all types of activities on campus. Previous recipients include student-athletes, students who had an emphasis on involvement in their own college, and students who were never presidents of any organization, but were actively involved in them.

#### ***If a professor wants to nominate me, what should I do?***

Provide the professor with as much information about your campus involvement as possible. Many professors only know part of your involvement on campus and off; help them give you the best nomination by sharing your other activities. Also, provide suggestions to the professor of other recommendation letters he/she could request for you.

#### ***Who should I ask to write a letter of recommendation for me?***

One letter must be from a faculty member. This could be your advisor or another professor with whom you have a strong relationship. Another required letter is from an organization advisor. This could also be a faculty member, someone on the ASU staff, or a volunteer (i.e. a Greek adviser). The third letter can be from anyone; however, attempt to find three different people who each know you in a different capacity. The committee wants to learn what kind of person you are, so each letter needs to be unique to his/her relationship with you. It also helps to find people who are familiar with the DSA/Wilson Awards and understand their significance as Arkansas State University's highest student honors, recognizing service and involvement.

# Nomination Form

## R. E. LEE WILSON CITIZENSHIP AWARD and DISTINGUISHED SERVICE AWARDS

Nominee:

GPA:

Nominee's Major:

Student ID #:

Nominee's School Address:

Nominee's Phone(s):

Nominee's E-mail:

Graduation Date:  August 2017       December 2017       May 2018

Nominator:

Years of Acquaintance:

Relationship to Nominee:

Nominator's Address:

Nominator's Phone:

Nominator's E-mail:

Please include the following on additional pages:

- A complete list of academic achievements
- A complete list of organizations, extra-curricular activities and special events in which the nominee has been involved including dates of service, accomplishments in the organization, offices held, and role the nominee played in activities and events
- A one-page, double-spaced autobiographical statement by the student regarding your educational journey at ASU and how it has molded your plans for the future
- An official transcript from the Arkansas State University Office of the Registrar
- Three letters of recommendation, with one from a faculty member, one from an organization advisor and one from any other source. Recommendation letters should include information about the character and determination of the nominee as well as a general evaluation of the nominee's leadership qualities. **Sealed** letters may be submitted with the nominee's packet, OR they may be mailed or hand delivered separately as long as they arrive at the *Vice Chancellor for Student Affairs Office by Noon on Wednesday, December 13, 2017.*

The complete package, including all three recommendation letters, **MUST** be submitted to the Vice Chancellor for Student Affairs Office in Administration Building Room 233 *by NOON on December 13, 2017.* Late or incomplete applications will not be considered; there will be no exceptions.

## Information for News Release

R. E. LEE WILSON CITIZENSHIP AWARD and DISTINGUISHED SERVICE AWARDS

Name of Nominee:

Phone(s):

E-mail:

Hometown:

County:

State/Zip:

Major:

Degree Program:

College Of:

Graduation Date:  August 2017  December 2017  May 2018

Advisor:

Spouse's Name (wife's maiden name, if applicable):

Parents (optional):

Father's Name:

Phone:

Address:

City:

State/Zip:

Mother's Name:

Phone:

Address:

City:

State/Zip:

**Please return with application packet to:**

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Office of the Vice Chancellor for Student Affairs  
Administration Building, Room 233  
P.O. Box 189, State University, AR 72467  
(870) 972-2048