

NIU GRADUATE LEADERSHIP AWARD

**Instructions & Involvement Form**

**In order to apply for the Graduate Leadership Award, complete the Graduate Leadership Award application and upload all appropriate documents within Huskie Link, our student organization database.** The link to the Graduate Leadership Award application can be found at [www.leadershipawards.niu.edu](http://www.leadershipawards.niu.edu).The online application, two letters of recommendation, and the Involvement Form below must be submitted by **11:45 p.m. on Monday, February 13, 2017** in order to be eligible for this award.

**PLEASE COMPLETE ALL PARTS OF THE APPLICATION IN ONE SITTING in order to avoid losing your data**! **This will ensure an accurate and timely application process.**

**ELIGIBILITY:**

* Students can only win this award once
* Students must be enrolled in a graduate program for at least one semester prior to applying for this award
* Students must have at least a 3.0 cumulative GPA

**MATERIALS NEEDED:**

* Completed online application
* Two letters of recommendation (submitted via the online application; you need to upload these to your application yourself – but if your reference prefers to send their letter confidentially there is a separate option within HuskieLink that you will encounter)
* Completed Involvement Form (submitted via the online application; please only list activities from graduate school experience, not from your undergraduate experience)

**CRITERIA:**

* Active participation in student/academic organizations, committees, task forces, and/or athletic clubs/teams
* Community service
* Quality of involvement (impact on campus)
* Scope of involvement (variety)
* Level of involvement (leader vs. member)
* Demonstrated leadership ability

**APPLICATION PROCESS AND DEADLINE:**

* Complete the Graduate Leadership Award application and upload two letters of recommendation along with the Involvement Form below by **11:45 p.m. on Monday, February 13, 2017.**

**RECOGNITION:**

* Written notification regarding this award will be available by early April 2017.
* Recipients will be honored at the Kevin D. Knight Leadership Awards Ceremony on Sunday, April 30, 2017.

***Be sure to upload the Involvement Form below as part of your application process.***

**Involvement Form**

List your involvement/leadership in graduate school below. **List ONLY from August 2016 to Present:**

| **Organization/Committee/Task Force** | **Position** | **Dates Involved** | **Paid (Y/N)** |
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List your community service experience in graduate schoolbelow. **List ONLY from August 2016 to Present:**

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| --- | --- | --- | --- |
| **Name of Agency Served** | **Nature of Activity** | **Dates Involved** | **# of Hours Volunteered** |
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**Be sure to upload the Involvement Form, along with two letters of recommendation, within your online application. The Graduate Leadership Award application link can be found at** [**www.leadershipawards.niu.edu**](http://www.leadershipawards.niu.edu)**.**

If you have questions regarding the application process, please contact us at leadership@niu.edu or 815-753-6707.

