

NOTE: At this time, only students who are enrolled at the University of Arizona Tucson campus are eligible to apply



2024 APPLICATION PROCEDURE

All applications should be typed with **only** your Student ID number in the upper right-hand corner of each page. Due to COVID-19, we have both an in-person and online application submission option. We strongly encourage you to submit both a physical and digital application, but if you would prefer to submit only online for COVID-19 safety concerns we understand, and there will be no negative impact on your matriculation through the selection process.

In-Person: Please place all application materials in a sealed 9" x 12" manila envelope with your name, Student ID number, and "ATTN: Mortar Board" written on the outside. The envelope must be turned into the flagpole in front of Old Main no later than **5:00 pm on Friday, February 17th, 2023**. Mortar Mates wearing black Mortar Board polos will be collecting applications from 12:00 pm to 5:00 PM.

If you plan on submitting your application in person, PLEASE ALSO EMAIL US YOUR APPLICATION AS A PDF AS WELL

Online: If you are unable to submit the application in person and would like to complete an online submission, please email the completed application in a PDF format to selections.mortarboardua@gmail.com with a cover page including your name, Student ID number, and "ATTN: Mortar Board". Please subject your email as "Application - (your first and last name)".

Example: "Application - Wilbur Wildcat"

*If completing the optional mortar board, this file can be submitted as a JPEG, PNG, etc.

Failure to include all required materials will result in your application being withdrawn from the application process and no longer being considered.

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IF YOU ARE SUBMITTING AN APPLICATION, PLEASE BE PREPARED TO BE AVAILABLE ON THE FOLLOWING EVENINGS: February 24, February 27, February 28, March 14.

IF YOU HAVE CONFLICTS WITH THESE DATES PLEASE LET US KNOW AS SOON AS POSSIBLE!!

If you have any questions, please contact the selections chairs, Jaden and Cutberto, at selections.mortarboardua@gmail.com.

PLEASE INCLUDE ALL OF THE FOLLOWING:

1. Personal Information Sheet (attached below) – complete and sign

You may type or write in the information found on this form, however please print and physically sign before submitting. This form is also available as a Word Document on our website, however please submit it as a PDF.

2. Resume/CV

No more than one to two pages, 11-12 pt. font preferred. Instead of using your name, please include your Student ID number.

3. Nomination Form

The attached nomination form must be completed and turned in with your application. Nominations may be filled out by professors or other faculty members who can speak for you as a qualified applicant. **This form can be found on our website. *Minimum of one nomination needed, may have more if desired.***

4. List of references (2+)

Create a list of at least two references. These references should be people who know you in any trained setting (professional, academic, extracurricular, etc.) that can attest to your character. Please provide an email address and phone number for each reference, as well as their relation to you and the length of time you have known them, three sentence limit. Current Mortar Board members may not be used as references.

5. Copy of Unofficial Transcript

You can view and print an unofficial transcript from UAccess or visit the registrar in the Administration building.

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6. Copy of Spring 2023 Schedule from UAccess

Weekly, graphical format only.

7. Short Answer #1 - Scholarship (200 words maximum)

Which class have you been most passionate about during your studies in college and why?

8. Short Answer #2 - Leadership (200 words maximum)

Mortar Board is composed of student leaders all over campus. What do you consider to be the marks of an outstanding leader, and how do you exemplify these qualities?

9. Short Answer #3 - Service (200 words maximum)

If you could design and implement any volunteer opportunity or organization, what would you create and why?

10. Rapid Fire Essays - Pick 2 of the 5 questions below and answer in 50 words or less. (Label each response with the question you are answering).

1. If you had the entire world's attention for 30 seconds, what would you say?
2. What song describes you best and why?
3. What is your favorite word and why?
4. What is the number one item on your bucket list?
5. With this option, you have 50 free words. Surprise us.

11. VISUAL REPRESENTATION: Mortar Board (*Optional*)

This is HIGHLY RECOMMENDED AND ENCOURAGED and will be counted as a positive component to your application as bonus points, however, opting out of creating a mortar board will not result in a penalty against your application.

Please decorate the top of a mortar board (the top of a graduation cap). This can be just a square piece of paper to represent the shape! **Get creative and have fun with this portion of the application!** This is so we as Mortar Board members can get to know you and who you are. Include anything you feel will assist Mortar Board in getting to know you as an applicant. NOTE: You are **NOT**

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allowed to use pictures of yourself or your name. Please make sure that the mortar board is no larger than 9" x 11" and/or can fit into the manila envelope for the in-person submission option. For an online submission, simply make this another page in your document. You will not be judged on your artistic or creative abilities but rather the effort you put into the project.

**** ADDENDUM: (*Optional*) (150 words maximum)**

Explain any inconsistencies or otherwise add anything that you feel adequately explains other parts of this application. This is a good opportunity to highlight why certain areas of your application and/or any of the three pillars have not been fulfilled.

**** Please note that the addendum is *optional* if the GPA requirement of 3.2 is met, however, it is **REQUIRED** if your GPA is below the stated minimum. Do not be discouraged if your GPA falls below this standard as you are still eligible to apply. Your GPA will not heavily influence your application process, we just ask that you complete the addendum****

If you need any help or accommodations for completing this application, here are some helpful resources! If you have any questions or concerns in addition, please feel free to email us at any time and we will be happy to help :)

Salt Center: <https://salt.arizona.edu/>

Resume Resources from SECD:

<https://career.arizona.edu/resources/?ctag%5B%5D=examples-templates&stag%5B%5D=resume-cv-cover-letter>

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PERSONAL INFORMATION:

Name: _____

Student ID: _____

Class Standing for 2023-2024 School Year (Circle):

Senior

Fifth Year+

Estimated Graduation Date: _____

Major(s): _____

Minor(s): _____

Other organizations you belong to:

Local address: _____

E-mail: _____

Cell phone number: _____

Home address:

Parent/Guardian Name(s):

Parent/Guardian email address(es):

Parent/Guardian Phone number(s):

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Shirt size (Circle): XS S M L XL

Other: _____

I, _____, acknowledge that all of the information given in this application is true and hereby authorize Mortar Board to verify my cumulative GPA with the registrar.

Signature

Birth Date (mm/dd/yyyy)

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APPLICATION CHECKLIST:

It is very important that all components of the application are submitted. To ensure that you turn in a complete application we have included an application checklist for your own personal use (do not include this piece of paper when you submit your application). Feel free to check aspects of the application off as you have completed them. Keep in mind that turning in an incomplete application will result in your application being withdrawn from Mortar Board's application process.

- _____ Personal Information Sheet
- _____ Resume/CV
- _____ Nomination Form
- _____ References (2 min.)
- _____ Unofficial Transcript
- _____ Spring 2021 Schedule
- _____ Essay #1
- _____ Essay #2
- _____ Essay #3
- _____ Two Rapid Fire Questions
- _____ Visual Representation: Mortar board**
- _____ Addendum (3.2 minimum GPA)**

(Optional**)

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