

Criteria for Consideration and Selection

The Board of Governors' Citizen Scholar Award annually recognizes six full-time students who have made significant accomplishments while enrolled at one of Missouri State University's campuses. Five students will be selected to represent MSU-Springfield, and one student will be selected to represent MSU-West Plains. Preference will be given to upperclassmen or a continuing student in an MSU graduate program who has contributed to the University, advanced the University's Public Affairs mission, and has been significantly engaged in extra-curricular organizations and/or in significant service activities within the community. Questions may be directed to the Office of Student Affairs (836-5526).

ATTRIBUTES OF NOMINEES:

1. Demonstration of leadership and contribution to the University Public Affairs Mission, and/or significant involvement in University events, activities, or programs.
2. Demonstration of outstanding character and ethical behavior. Be specific about what makes this nominee truly unique. Please elaborate and include personal experiences.
3. Significant accomplishment(s) in an area of campus life or social/public service.
4. Attainment of upper class status or a continuing student in an MSU graduate program. However, unusual achievement by a freshman or sophomore student may be considered.
5. Engagement in activities consistent with the Public Affairs mission, thereby fulfilling the role of "Citizen Scholar."
6. Attainment of an excellent academic record. Please include the student's grade point average.
7. Full-time enrollment as an undergraduate or graduate student on the Springfield campus. The West Plains recipient should be a graduate from the West Plains campus who is now enrolled at the Springfield campus. Nominees should **not** be scheduled to graduate earlier than May following the award.
8. A consistent pattern of individual accomplishment. Relate details about the nominee's special talents, attributes, and skills.

NOMINATION, SELECTION AND PRESENTATION PROCESS:

1. Nominations for the six (6) award recipients may be made by full-time faculty and staff from all campuses (**Note: Nominations or references from family members will not be accepted**).
2. The nomination form and the suggested cover letter format are available on the Citizen Scholar homepage at <http://studentaffairs.missouristate.edu/citizenscholaraward.htm>.
3. **Two (2)** letters of recommendation should be submitted for each nominee in addition to the nomination.
4. A copy of the nominee's résumé should be included in the nomination packet.
5. Completed nomination forms will be submitted to the Office of Student Affairs. **Nominations must be typed and submitted by 5:00 p.m. on Thursday, September 14, 2017.**
6. The Board of Governors Programs and Planning Citizen Scholar Committee will screen nominations and make recommendations to the full Board. All candidates will receive additional written interview questions from the Committee.
7. The Committee will notify the recipients and their nominators 3-4 weeks before the Board of Governors meeting where he/she will be recognized and announced as a recipient of the award.
8. Students nominated but not selected will be notified by letter. The faculty and staff who submitted nominations for these students will receive a letter thanking them for their contribution.

9. Awards will be presented at the December Board of Governors meeting. An official Board action will take place, and the winners will be recognized. Faculty and staff who nominated the student winners will also be recognized.
10. Recipients will receive a certificate recognizing the award, an engraved memento, and recognition on a plaque in the Plaster Student Union Parliamentary Room (PSU 313).
11. Publicity will be sent to local, campus, and hometown news media.
12. Selected service clubs will be notified in each recipient's community.
13. No Board of Governors members or their family members can be nominated.