



SGA
STUDENT GOVERNMENT ASSOCIATION OF BIOLA UNIVERSITY

Checklist

Application for SGA Scholarship Committee Member

All portions of application must be submitted by the below due date or your application will not be considered valid or complete.

Applications Due: Thursday, February 22 at 5pm in the SGA Office.

The following must be submitted in person to the SGA/SMU Office:

- Application with typed responses to questions
- Resume
- Academic standing form
- Name of Character Reference

Questions: Please contact SGA VP Community Relations, Lauren Peterson, at sga.vp.community.relations@biola.edu



SGA
STUDENT GOVERNMENT ASSOCIATION OF BIOLA UNIVERSITY

Position: Student Government Association Scholarship Committee Member

BIOLA UNIVERSITY VOLUNTEER DESCRIPTION 2018

Division of Student Affairs: Student Government Association

Overview: The SGA Scholarship committee consists of five SGA staff members and two students who do not have any affiliation with SGA. As a non SGA affiliated committee member, one will have the responsibility to review scholarship applications and make a fair and unbiased judgement on which applications should be considered as a finalist for the SGA Scholarship. Committee members will be required to collaborate as a group and make an unbiased decision on which applicants should be considered finalists based upon the award criteria. This is an unpaid position and requires a total of 12-15 hours.

Specific Responsibilities:

1. Attend all SGA scholarship committee meetings.
2. Vote for group of finalists to receive SGA Scholarship that will be submitted to SGA Executive Board for final approval.
3. Review applicants' responses to essay questions on own time and come prepared to discuss individual applications at committee meetings.
4. Review applicants' letters of recommendation as a committee.
5. Make judgements about which applicants are most deserving of scholarship award based jointly on essay responses, letters of recommendation, level of merit achievement, and level of financial need.

Supervision Received: Vice President of Community Relations, SGA Advisor



SGA
STUDENT GOVERNMENT ASSOCIATION OF BIOLA UNIVERSITY

Qualifications:

- Strong organizational and servant leadership skills.
- Commitment to acting as a representative of the student body with integrity and professionalism.
- Strong desire to see the students of Biola University thrive and succeed.
- Decisive and assertive ability to make judgements.
- Willingness to make unbiased decisions based on award criteria as opposed to personal preferences.

At the time of appointment and throughout service, the candidate must maintain a cumulative grade point average of 2.00 on a scale of 4.00, have completed at least one semester at Biola University with a full-time student status, and be currently enrolled as a full-time student. He/She must also comply with Biola's Community standards. Failure in fulfill any of these requirements shall result in immediate forfeiture of office.

Hours Worked: 12-15 hours over the course of the Spring 2018 semester



SGA
STUDENT GOVERNMENT ASSOCIATION OF BIOLA UNIVERSITY

GENERAL REQUIREMENTS

To qualify for candidacy as a member of the SGA Scholarship Committee:

- One must be at Biola at full-time status or, if having transferred from another college or university, have completed at least one semester at Biola with full-time status and be currently enrolled as a full-time student.
- One must be in good academic standing and maintain a cumulative grade point average of 2.0 on a 4.0 scale upon hiring and throughout term.
- One must maintain full-time status throughout serving in the position unless graduating after the Spring Semester of his or her term of office, in which case he or she must take at least six units during the Spring Semester.
- One must hold and maintain good standing with Biola's Community Standards.

Violations of these requirements may result in termination at any point throughout one's term on the committee.



SGA
STUDENT GOVERNMENT ASSOCIATION OF BIOLA UNIVERSITY

Application for the SGA Scholarship Committee

Please include a resume with your application.

Name _____ Cell _____

Mailbox # _____ Class Status _____

I am carrying _____ units this spring semester

Major _____ Vocational Objective _____

Anticipated Graduation Date _____

Please list all other extracurricular activities/employment possibilities in which you are participating in this semester.



SGA

STUDENT GOVERNMENT ASSOCIATION OF BIOLA UNIVERSITY

Please provide typed answers to the questions below.

1. What do you think most uniquely qualifies you for this position?

2. Scholarship Applications for the SGA scholarship will be labeled anonymously. It is still possible, however, that a committee member will be able to recognize the identity of an applicant based upon the responses provided in the essay portion. Describe how you would handle a situation where you must make a judgement between awarding the scholarship to someone who is a personal friend and another applicant whom you do not know personally?



SGA

STUDENT GOVERNMENT ASSOCIATION OF BIOLA UNIVERSITY

Academic and Community Standing Form for SGA Scholarship Committee Member

I _____ waive the right for the Director of Student Programming/SGA
Advisor to:

Check my academic standing with the Registrar, and

Check my community standing with Student Care.

I understand that I am not an eligible candidate unless my good community standing has been confirmed. I further understand that my election/appointment to office is conditional upon meeting the requirements for both good academic and community standing at the conclusion of the Spring 2018 semester.

Signature _____ Date _____



SGA
STUDENT GOVERNMENT ASSOCIATION OF BIOLA UNIVERSITY

Please list the name of someone who may be contacted as a character reference. **The character reference must be either a Biola University Faculty member, Pastor, or Former Employer.**

Reference Name: _____

Position/Relationship to you: _____

Phone Number: _____

Email address: _____