THE CLAUVE OUTSTANDING SENIORS AWARDS

The Clauve Awards is based on leadership and involvement as well as academics. **Students must be outstanding in both areas to be chosen to receive the Clauve Award.** UNM seniors must have at least a 3.0 cumulative grade point average. Those selected will have made significant contributions to the campus and community. The Clauve Awards will be presented at the annual Recognition Reception, Friday, April 8, 2016.

**Application Instructions**

Application must include:

1. **Application form filled out by student nominee and nominator. DO NOT attach resume.**
   Nominations may be made by faculty, staff, administrators, students, alumni, or by a UNM organization. Self-nominations will be accepted.

2. **Clauve Award Letter of Recommendation**
   Recommendation letters may be written by faculty, staff, administrators, peer students, or by an alumni member. **No more than two letters of recommendation may be submitted.**

3. **Three additional forms, completed.**
   See attached. Be sure to completely fill out the forms titled Academics, Leadership and Involvement, and Personal Statement.

**How To Fill Out This Application:**

1. Please ensure that you have the latest version of Adobe Reader installed on your computer. If you need to download the software, please visit [https://get.adobe.com/reader/](https://get.adobe.com/reader/).

2. In order to access the attachments, simply click on the paperclip icon on the left side of the Adobe Reader program. There are 3 attachments for you to complete: Academics, Leadership and Development, and a Personal Statement.

3. Open the first document “Academics” and fill out the form. When you are finished, save and close the document. Your responses will be saved and you can re-open the document at any time to make changes.

4. Please repeat step 3 for the next two documents “Leadership and Involvement” and “Personal Statement.”

5. When these documents are completed, return to the PDF and continue filling out the last page.

The submission deadline is **Monday, February 15, 2016.**

All application materials must be submitted to the Dean of Students office, University Advisement and Enrichment Center room 281, MSC06 3360 OR the Student Activities Center, SUB room #1018, MSC 03-2210. Application materials can also be submitted by email to sac@unm.edu.
NOMINEE INFORMATION

First Name: ____________________________  Middle Initial: ___________  Last Name: ____________________________

Address: ___________________________________________  Apt: ________________

City: ___________________________  State: ___________  Zip Code: ________________

Phone(s): ___________________________  Email: ___________________________

Hours earned: ___________________________  Hours currently enrolled: ___________________________
(must have senior standing)  (must be currently enrolled)

Major(s): ___________________________________________

Minor: ___________________________________________

Cumulative grade point average: ________________

Graduation Date - month and year: ___________________________
(must have graduated in Dec. ’15 or be graduating in May ’16 or Dec. ‘16)
GRADE AND ENROLLMENT VERIFICATION AUTHORIZATION
The Clauve Outstanding Senior Awards

First Name: ___________________________ Middle Initial: ____________ Last Name: ____________________

Student ID number: ____________________

I believe all of the enclosed information to be true and I authorize the Dean of Students office or the Student Activities Center to verify my grade point average and enrollment.

_________________________________________  ______________________________
Student Nominee’s Signature                  Date

This form must be filled out completely, signed and submitted with the rest of the packet in order for the applicant to be considered for the Clauve Outstanding Senior Award.
CLAUVE AWARD RECOMMENDATION AND NOMINATOR FORM

Student Nominee: ____________________________________________________________

Nominated By: ______________________________________________________________

Nominator’s Title/Position: ___________________________________________________

Nominator’s Mailing Address or MSC: __________________________________________

Note: Nominators of winners will be invited to the Recognition Reception for award presentations.

The Clauve Awards are given to UNM seniors who have at least a 3.0 cumulative grade point average. The award is based on leadership and involvement as well as academics. Students must be outstanding in both areas to be chosen to receive the Clauve Award. Those selected will have made significant contributions to the campus and community.

Instructions to nominators: The letter of recommendation should address the areas listed below. Emphasis is on individual achievement, quality of leadership and results and accomplishments. Those selected will have made a significant contribution to the campus and community. Anyone who nominates several students should elaborate so that the selection committee can distinguish the most outstanding among them. No more than two letters of recommendation may be submitted for each student nominee.

The characteristics in the following questions are the primary basis for the award. Please address them in your letter.

• Describe the quality of the student’s leadership (vision, drive, risk taking, values, dedication).
• Describe the results and outcome of the student’s efforts. If projects were a group effort, define the student’s role.
• What degree of initiative did this student display?
• How much does the student exceed the expectation of the student’s role versus merely fulfilling duties of their role?
• What is the variety of involvement and scope of depth of involvement undertaken by this student?
• Is there anything noteworthy about the student not addressed by the previous questions?

Signature ______________________________________________________ Date ______________________

Return to Clauve Selection Committee by 5 p.m., Monday, February 15, 2016 at either:

Dean of Students Office
UAEC Room 281
MSC 06-3600
Albuquerque, NM, 87131-0001
leadership@unm.edu

Student Activities Center
Student Union Building Room 1018
MSC 02-2210
Albuquerque, NM, 87131-0001
sac@unm.edu