

Step 1: Complete Application and Reference

The applications will be made available beginning, **Monday, November 28, 2011** and all applications will be due on **Friday, January 27, 2012**. Students need to include a copy of their resume, cover letter, and references when they submit their application. Please include one professional reference and one academic reference (individuals to attest to your meeting deadlines, showing up for class/work and participating). If you need help with creating your application package please make an appointment with Larissa Ciuca in the **Student Development Center** through her staff assistant, Jill Bender.

Step 2: Application and Grade Checks

Any applicant that does not meet the requirement of having a 2.5 cumulative GPA and/or are on disciplinary probation will be dropped from the process. Individuals dropped from the process will receive email notification. Applications will be reviewed and applicants will be notified if they are eligible to continue the Peer Leader Selection Process. Notifications will be sent by email.

Step 3: Group Processing (if necessary)

Students will meet on **Tuesday, February 7, 2012** at 7:00pm in the Student Activities Suite (SAS). Once students arrive they will be broken up into random groups. From there, students will be asked questions and required to conduct small group projects. This is an opportunity to show off your teamwork and leadership skills. Candidates will be reviewed and will be notified if they are eligible to continue the Peer Leader Selection Process. Notifications will be sent by email.

Step 4: Interview, if necessary

Interviews will take place **February 13-17, 2012**. Applicants will have a **30 minute** interview. Students who are selected to do personal interviews will be notified and will sign up for an interview on a first-come, first-serve basis in the Student Development Center.

Step 5: Peer Leader Selection

Peer Leaders will be selected based on an evaluation of individual applications, group processing, and personal interviews. Candidates will be notified by email.

Step 6: Peer Leading Training

Training will consist of meeting for three half days in May after finals. The objective is familiarizing the new candidates with the position.