

2012-2013 Office of Undergraduate Admissions VolCorps Application

Return your completed application to The Office of Undergraduate Admissions Office, located in 320 Student Services Building.

The Application DEADLINE for VolCorps applicants is at Noon, Friday, February 10th.

PLEASE TYPE (or print neatly) AND PLACE YOUR NAME AT THE TOP OF EACH PAGE

Please check the program(s) for which you are applying. All three groups will interview, train, and work together. Each group will also work with the Admissions Office on various other recruitment efforts. All students will receive compensation of \$7.25 per hour, priority registration, and an official uniform.

Students may apply for one, two, or three of these groups.

- Volunteer Team – students who work with the recruitment of athletes
- UT Ambassadors – students who lead daily tours of campus and special/group tours
- ME4UT – students who work with diversity recruitment programs

_____ Volunteer Team

_____ UT Ambassadors

_____ ME4UT

I. PERSONAL DATA

Name _____ Name you prefer _____
(Last) (First) (Middle)

Student ID# _____ Local Phone Number _____

Current Address _____

Permanent address _____

Permanent Phone Number _____ Email _____

Gender _____ Expected Graduation Month/Year _____ Ethnicity _____

Academic College and Major _____

UT GPA (must be 2.5 to apply) _____

II. HONORS AND AWARDS (Use additional paper if necessary)

Please list any honors or awards you have received during your high school and college years.
(Academic and athletic achievements, scholarships, service awards, etc.)

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III. COLLEGE ORGANIZATIONS/ACTIVITIES (Use additional paper if necessary)

Please list organizations of which you are a member, or other activities in which you have been involved or taken part (include offices held and specific involvement, dates, duties, etc.).

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IV. WORK EXPERIENCE (Use additional paper if necessary)

Please list any full or part-time work experience that you have had while attending The University of Tennessee or in high school. Give a brief description of each position held, including company name, dates of employment, and the nature of the work.

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V. Scheduling Issues

- A. I understand that I must be able to work at various recruiting programs throughout the 2012-2013 school year. YES NO
- B. I understand that I will be required to participate in VolCorps Training from each Wednesday Night in April 2012, from 6-9pm and that if I cannot attend, I will not be hired. YES NO
- C. I understand that I must attend all bi-weekly staff meetings (dates/times TBD). YES NO
- D. I understand that I must attend all group specific meetings (dates/times TBD). YES NO
- E. I understand that this position is a paid hourly position. YES NO
- F. I understand that I must work the minimum number of hours per semester to remain in the program. YES NO
- G. I understand that I must complete SafeZone Certification with the Dean of Students Office before I can officially start working. YES NO
- H. **Volunteer Team Only**
 - a. I understand that I must be able to work each home football game during the 2012 season starting 5 hours prior to kick-off to the end of the game. YES NO
 - b. I understand I must be able to work the official visit weekends (December, January, and February) as well as the Orange & White Game YES NO
 - c. I understand I will not be paid for the actual game time during home football games, but before and after the game for hours worked. YES NO
 - d. I understand that I will have to pay for game day meals in the Wolfe Kaplan during home football games and official visits, because due to NCAA rules & regulations, meals cannot be provided to me. YES NO
- I. **UT Ambassadors Only**
 - a. I understand that I must be able to work 8:30-11:30, 9:30-12:30, 12:30-3:30, and/or 1:30-4:30 at least one day per week (M-F) and between 11:30-1:30 one Saturday per month. YES NO
 - b. I understand that I must work 40 hours per semester to stay in the program. YES NO

J. ME4UT Only

- a. I understand that during big diversity recruitment programs, I will be required to work the entire weekend ___YES ___NO
- b. I understand that during minority recruitment programs, I will be required to stay overnight as a chaperone in a local hotel (UT will cover the cost) ___YES ___NO

VI. PLEASE COMPLETE THE FOLLOWING QUESTIONS USING ADDITIONAL PAPER. Place your name at the top of each sheet. ANSWERS MUST BE TYPED.

- A. Why do you want to be hired as a University of Tennessee VolCorps Member?
- B. What do you perceive the job of a VolCorps Member to be?
- C. How are **you** diverse and why is diversity important?

VII. Financial Aid

- A. All applicants must submit a 2012-2013 FASFA form. If you do not meet the criteria for Federal Financial Aid for College Work Study funding, you are not precluded from being accepted and hired as a VolCorps Member
- B. Have you already completed a 2012-2013 FAFSA? ___YES ___NO
If NO, when do you anticipate having the FAFSA completed? _____

VIII. References

Please list the names, phone numbers, and email addresses of three individuals who would be willing to serve as character references. **At least one of the references must be a UT faculty or staff member.**

| Name | Relationship | Phone Number | E-mail |
|------|--------------|--------------|--------|
| 1. | | | |
| 2. | | | |
| 3. | | | |

I understand that all documents part of this application for employment are confidential and the property of the Office of Undergraduate Admissions. I further understand that I will not have the opportunity to personally review or inspect any of these documents or receive written feedback concerning the interview selection. I wish to submit this application for the position of VolCorps Member. I am aware of the responsibilities of this position as specified, and I fully intend to fulfill each one to the best of my ability if selected. I possess the minimum qualifications required for this position as specified on this form, and all information provided herein is accurate. I understand that all applications received for VolCorps Member will go through three rounds of interviews. Upon completion of all three rounds of interviewing, I will be notified of a final decision. I understand that my signature below authorizes the Office of Undergraduate Admissions to review my disciplinary file in the Office of Student Conduct and my transcript for verification of my grade point average.

Signature _____ Date _____

The University of Tennessee does not discriminate on the basis of race, sex, color, religion, national origin, age, disability or veteran status in provision of educational programs and services or employment opportunities and benefits. This policy extends to both employment by and admission to the University.

The University does not discriminate on the basis of race, sex or disability in its education programs and activities, pursuant to the requirements of Title VI of the Civil Rights Act of 1964, Title IX of the Education Amendments of 1972. Section 504 of the Rehabilitation Act of 1973, and the Americans with Disabilities Act (ADA) of 1990.

Inquiries and charges of violation concerning Title VI, Title IX, Section 504, ADA or the Age Discrimination in Employment Act (ADEA) or any of the other above referenced policies should be directed to the Office of Equity and Diversity (OED), 1840 Melrose Avenue, The University of Tennessee, Knoxville, Tennessee 37996-3558 or call (865) 974-3560 (V/TTY available) or 974-2440. Requests for accommodation of a disability should be directed to the ADA Coordinator at the UTL Office of Human Resources, 600 Henley Street, Knoxville, TN 37996-4125.

Thank you for your interest in joining the Office of Undergraduate Admissions as a University of Tennessee VolCorps Member!