

Excellence in Civic Engagement Award

All completed application materials are due in hard copy to Office of Service-Learning,
Library Room 450 by 12pm (noon)

Submission deadline date for the semester posted on the SL website

The Office of Service-Learning & Civic Engagement recognizes up to 10 graduating seniors each semester who greatly excel in engagement and service to their community by awarding the "Excellence in Civic Engagement" stole. Students will complete the application process (details below); those selected will receive their stoles at a special ceremony, and then proudly don their stoles at FGCU's commencement ceremony.

Please bring hardcopy applications to the Office of Service-Learning & Civic Engagement by the deadline above.

Requirements:

1. Applicants must complete the required number of service-learning hours to be eligible:
 - a. First-Time-In-College (FTIC) students must complete 400 or more hours*
 - b. Upper Level Transfer (Transfer) students must complete 200 or more hours*
 - c. Graduate (GR) students must complete 200 or more hours*

****Service hours must be completed as a current FGCU student.***

2. Applicants must be graduating at the conclusion of the semester in which they apply.
3. Applicants must complete the Application Packet; including all recommendation forms contained within this application. Applicants must also complete a Personal Statement of at least 1500 words but not more than 2500 words in length. Please refer to the personal statement guidelines within the Application Packet.
4. Applicants must obtain one (1) letter of support from a Community Partner with which you completed hours and served in a sustained manner. This letter should share a description of your service experiences and actions, specifically detailing those contributions that brought a unique/worthwhile/lasting impact to the organization and/or community. This letter should be written by a representative from the agency who has worked alongside you and can truly speak to these qualities.
5. Applicants must obtain one (1) letter of support from a member of FGCU's faculty or staff. This letter may come from a faculty member with whom you have worked within a service-learning course, as an RSO advisor, or any other faculty or staff member who has first-hand knowledge of the impact you made on the organization and/or community. This letter should share a description of your service experiences and actions, specifically detailing those contributions that brought a unique/worthwhile/lasting impact to the organization and/or community.

6. Students will be selected to receive the “Excellence in Civic Engagement” recognition by a Selection Committee appointed by the Office of Service-Learning & Civic Engagement. The decision of the Selection Committee is final.
7. Applications that are incomplete in any way, submitted after the deadline, or not in compliance with the requirements above, are not forwarded to the Selection Committee for consideration.
8. To help you understand a portion of how the finalists are selected, please see the “Sample Rubric” used by past Selection Committees for evaluating student’s Excellence in Civic Engagement award applications.

Excellence in Civic Engagement applicants will be notified of the committee’s selection via student’s Eagle Mail account.

Recipients of the Excellence in Civic Engagement stole will be recognized at a special ceremony, date and time to be shared via email

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Application

Please Print

Applicant's Full (Legal) Name: _____

Preferred Name (if applicable): _____

FGCU Classification (check one)

- First Time in College
- Transfer
- Graduate

University ID#: _____

Major: _____

Email: _____

Your Hometown and State: _____

Expected Graduation Month and Year: _____

Total # of Service-Learning Hours Completed: _____

By applying for the Excellence in Civic Engagement Award, I give my consent to the Office of Service-Learning & Civic Engagement, as well as the Award Selection Committee, to review my academic and service-learning records for the purpose of this selection process.

Signature:

Date:

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Personal Statement

At least 1500 words in length, but no more than 2500 – double spaced using 12- point font.

Your personal statement should convey to the Selection Committee what types of service you have completed, which agencies you chose to work with for your service hours, why you chose to serve, and what affect the experience(s) had on you, the social issue(s), the organizations, and the community.

Guiding questions, you should consider when sharing examples are below. You do not need to address each one of these questions when writing your personal statement. These questions are to help you highlight areas of your project that make it unique.

- What agency(s) did you partner with and why was this important to you? How does this project connect to your coursework, career competencies and exhibit examples of your personal growth?
- What social issue(s) did your service focus on and how were you and your community partner able to work together to address these issue(s)?
- What significant and lasting contribution(s) did you make to this project that would not have been possible without you?
- What happened during the course of your service?
 - What was the process of determining the community need?
 - What did you accomplish during your service?
 - Who was involved? What were your significant deliverables? Were there any costs?
 - What was the length of time from development to execution of your project? What were the impacts or outcomes? Are there any short or long-term goals? How will these be achieved?
- How have you grown or strengthened the following (please explain):
 - Higher order thinking skills (analysis, understanding of complex problems)
 - Civic responsibility (local/global citizenship)
 - Commitment to service or lifelong learning
 - Career awareness/skills (awareness of options, clarity of choice, technical skills, teamwork)
 - Personal outcomes (self-esteem, empowerment, respect for others)
 - Social outcomes (pro-social behavior, collaborative, reduced risky behavior)
 - Future goals

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Recommendation Form (Community Partner)

Applicant's Name: _____

I request that: _____, in support of my application for the FGCU Excellence in Civic Engagement Award complete this form as a recommendation.

Under the provisions of the Family Educational Rights and Privacy Act: (check one)

- I have retained my right of access to this recommendation (Applicant will have access to this form)
- I have waived my right of access to this recommendation (Applicant will not have access to this form)

Applicant's Signature: _____

Date: _____

- **A Community Partner Agency** representative who can provide a description of your service experiences and actions specifically detailing those contributions that brought a unique/worthwhile/lasting impact to the organization and/or community.
- **Community Partner should also submit an additional recommendation letter along with this form.**
- How long have you know the applicant? _____
- In what capacity? _____

Please rate the student on a scale of 1 to 5; with 1 being low and 5 being high.	1	2	3	4	5
Student was able to identify a social issue or community need and involve people and organizations with an interest in the area of focus					
Student brought unique/lasting/worthwhile impacts to the organization and/or community					
Student was able to communicate effectively and efficiently with Community Partner and others involved in this project					
The student fulfilled their promises and completed the project(s) that were expected and agreed upon					
Student sought to understand agency and establish a working relationship with related staff					

Signature of person completing recommendation: _____

Date: _____

***If applicant waives his/her right to access, the recommender should send this form to Office of Service-Learning & Civic Engagement, 10501 FGCU BLVD. S Fort Myers, FL 33965**

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Recommendation Form (Faculty/Staff)

Applicant's Name: _____

I request that: _____, in support of my application for the FGCU Excellence in Civic Engagement Award complete this form as a recommendation.

Under the provisions of the Family Educational Rights and Privacy Act: (check one)

- I have retained my right of access to this recommendation (Applicant will have access to this form)
- I have waived my right of access to this recommendation (Applicant will not have access to this form)

Applicant's Signature: _____

Date: _____

- A **faculty or staff member of Florida Gulf Coast University** who can provide a description of your service experiences and actions, specifically detailing those contributions that brought a unique/worthwhile/lasting impact to the organization and/or community.
- **Faculty or staff member of Florida Gulf Coast University should submit an additional recommendation letter along with this form.**
- How long have you know the applicant? _____
- In what capacity? _____

Please rate the student on a scale of 1 to 5; with 1 being low and 5 being high.	1	2	3	4	5
Student was able to identify a social issue or community need and involve people and organizations with an interest in the area of focus					
Student brought unique/lasting/worthwhile impacts to the organization and/or community					
Student was able to communicate effectively and efficiently with Community Partner and others involved in this project					
The student fulfilled their promises and completed the project(s) that were expected and agreed upon					
Student sought to understand agency and establish a working relationship with related staff					

Signature of person completing recommendation: _____

Date: _____

***If applicant waives his/her right to access, the recommender should send this form to Office of Service-Learning & Civic Engagement, 10501 FGCU BLVD. S Fort Myers, FL 33965**