

NAME OF ORGANIZATION _____

Criteria for Organization Proficiency Awards

MANAGEMENT

Was the registration paperwork for your organization turned in on time? _____

Did your president/executive officer attend one of the Orientation workshops? _____

How many other members/officers attended? _____

Did your advisor attend one of the Orientation workshops? _____

Is there a current list of officers and members on file? _____

Do we have a signed Advisor Agreement on file? _____

Does your organization meet on a regular basis? _____

What percentage of your membership generally attends? _____

What role does your advisor have in your organization? _____

PLEASE ATTACH any goals or project/program outlines set by your organization this year.

Does your organization require a minimum Grade Point Average for officers? _____

What is the GPA required? _____ Was this enforced? _____

If your organization is affiliated with a national group, are you in good standing? _____

UNIVERSITY RELATIONS

Have University facilities and/or equipment been reserved? _____ If so, was all paperwork

Completed and equipment/van returned in a responsible/timely manner? _____

Did you request SGA funding? _____ Were receipts submitted on time? _____

Were faculty or staff members involved in any projects/activities? _____

If so, please describe _____

Please attach a brief description of any programs/activities your organization sponsored either for the organization itself or the University community. How was the event advertised? What kind of participation did the event have? (You may attach a separate sheet to describe the event)

COMMUNITY RELATIONS

Please list any projects/events involving the community and describe organization involvement

Did your organization compete or participate in any off-campus or regional events? _____

Please describe _____

Did your organization sponsor or participate in service/philanthropic projects? _____

Please describe _____

What was your organization's most important event or accomplishment (Use extra sheets if needed)

Advisor's Signature

President's Signature

NOTE: For Advisor of the Year, a detailed letter of recommendation is submitted.

For Outstanding Member, a detailed letter of recommendation is submitted.

For Outstanding Program, describe the event in detail and attach.

For Most Improved Organization, a detailed description of the strides your group made is required.

Organization of the Year is based on information on this form and any attached material.