

**Residence Life Application**  
Application Deadline: November 12, 2009 by 5:00 PM  
to Jacqueline B. Peña, Residence Life Office

Name: \_\_\_\_\_

I.D. # \_\_\_\_\_ Birthday: \_\_\_\_/\_\_\_\_/\_\_\_\_

Campus Address: \_\_\_\_\_ Campus Extension: \_\_\_\_\_

Permanent Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_ Phone #: (\_\_\_\_) \_\_\_\_-\_\_\_\_

Classification:      FR      SO      JR      SR      GRAD      LAW

Major: \_\_\_\_\_ Minor: \_\_\_\_\_

Cumulative GPA: \_\_\_\_\_ Last Semester GPA: \_\_\_\_\_ Graduation Date: \_\_\_\_\_

How many semesters have you lived on campus (including this semester)? \_\_\_\_\_

Please list what Residence Halls you have lived in:

\_\_\_\_\_

Please list any other Universities that you lived on campus?

\_\_\_\_\_

Please circle what position you are applying for:    Resident Assistant    S.T.A.R.S.    Both

I plan to study abroad: (please check all that apply)

\_\_\_\_\_ Summer 2010      \_\_\_\_\_ Fall 2010      \_\_\_\_\_ Spring 2011

All applications must be turned in by November 12th to the Office of Residence Life located on the 2<sup>nd</sup> floor of the University Center. If you have any questions, please contact Residence Life at 431-4312.

**OFFICE USE ONLY**

- ◇ Application
- ◇ Questions
- ◇ Recommendations (2)
- ◇ GPA \_\_\_\_\_
- ◇ Conduct \_\_\_\_\_

### Skills Self Rating

*Please circle your skill level:*

	High		Average		Low
Campus Knowledge	5	4	3	2	1
Computer Skills	5	4	3	2	1
Communication/Listening Skills	5	4	3	2	1
Oral Presentation Skills	5	4	3	2	1
Time Management Skills	5	4	3	2	1

### Questions

*Please answer all of the following questions on a separate sheet of paper. All responses must be typewritten or word-processed. Please limit answers to 2-3 sentences.*

1. Why are you interested in becoming a RA and/or STARS?
2. What skills and strengths do you possess that would make you a good RA and/or STARS?
3. What do you hope to accomplish as a RA and/or STARS?
4. If you were chosen as a RA and/or STARS, what reservations would you have regarding your skill level?
5. What is your definition of a role model? How do you fit that definition?
6. What are your commitments for next year? (E.g. student teaching, internships, part-time jobs, service/volunteer, extracurricular activities, etc.)
7. What extra-curricular activities have you been involved in?
8. List any service and/or volunteer experiences you may have had or are currently involved in. How long for each?

### Certifications:

- I have read the "Job Descriptions" and comply with the same.
- I understand the responsibilities and duties applicable to the position I am seeking.
- I agree to fulfill the responsibilities and duties and will dedicate the time required of me as a Resident Assistant and/or STARS.
- I agree to attend all meetings and training sessions required of me unless I have notified the RHD otherwise. This includes training sessions at the beginning of the Fall and Spring semesters.
- I understand that if selected I will be required to enroll in and attend ND 1122 during the Spring semester.
- I agree to submit 2 reference forms, filled out by professional staff members or previous supervisors/teachers.

I certify that the information on this application is accurate and complete and I acknowledge that any omission or inaccurate information could jeopardize my standing with the Residence Life Office. I understand that by submitting this application and signing below, I am authorizing a representative from the Student Life Division to verify the status of my academic and non-academic records.

Applicant Signature: \_\_\_\_\_ Date: \_\_\_\_\_

# Residence Life Paraprofessional Reference Form

NAME OF APPLICANT: \_\_\_\_\_

## Paraprofessional Job Description

The above named student has applied for a paraprofessional position with the Office of Residence Life. These paraprofessional students play an important role in the implementation of the St. Mary's University Residence Life Mission Statement. The Resident Assistants and STARS (Students Together Are Reaching Success) serve as the first contact for our resident students. The position requires strong communication skills, time management skills, creativity, patience, dependability, and a willingness to care for and serve others.

## Please answer the following questions to the best of your ability.

1. In what capacity and for how long have you known the applicant?

2. Please rate the applicant's skill level?

*(1=Below Average, 2=Average, 3=Above Average, 4=Superior, NBJ=No Basis to Judge)*

Maturity	1	2	3	4	NBJ
Oral Presentation Skills	1	2	3	4	NBJ
Time Management Skills	1	2	3	4	NBJ
Campus Knowledge	1	2	3	4	NBJ
Initiative	1	2	3	4	NBJ
Enthusiasm	1	2	3	4	NBJ

3. Is this person qualified to be a Resident Assistant and/or STAR? Why or why not?

Print Name: \_\_\_\_\_ Position/Title: \_\_\_\_\_

Campus Address: \_\_\_\_\_ Phone: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

### **RECOMMENDATION DEADLINE:**

November 12, 2009 by 5:00PM  
To Jacqueline Peña, Residence Life Office  
FAX (210) 436-3300

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Signature: \_\_\_\_\_ Date: \_\_\_\_\_

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