Ambassador Application

Directions:

Please complete (type or print legibly in blue or black ink) and submit this application along with a current transcript, photo, resume, and one letter of recommendation to the address listed or hand deliver to any of our campuses. ***Please make sure to review your completed application packet before submitting it to the Jefferson State Recruiting Office. It is highly recommended that a teacher or counselor also review the application packet before submitting.***

Requirements:

- **Must be a US Citizen or Permanent Resident**
- Students must enroll in 12 or more credit hours each semester, unless program requirements differ
- Must be a current student or have a current admissions application on file
- Must maintain a cumulative 3.0 GPA

Name: _____   Date of Birth ___/____/____

First   Middle   Last

Address: _____

Street Address   City   State   Zip

Phone Numbers :(_____) _____-_____   (_____) _____-_____

Home   Cell

Email Address: _____

Educational Information

High School _____

Name   City/State   GPA

If transferring to JSCC

Transfer School_____

Name   City/State   GPA

Intended Major_____   ACT Score _____

Are you currently attending Jefferson State? Yes_____ No ____

If yes, which campus location: _____

If no, which campus will be your primary location? _____

I verify that all of the above information is true and honest to the best of my ability. I grant permission to, Jefferson State Community College to release my information in any publication or press release, if I am awarded a scholarship.

_____   _____

Applicant's Signature   **Date**

Every applicant will be required to submit a sealed transcript that includes your cumulative GPA. Please use the following evaluation rubric as a guide when creating your resume:

	Excellent	Above Average	Needs Improvement
Format/ Appearance	• Appropriate length and easy to read • Consistent and effective use of bold/italics/underlining • Section titles clearly listed and easy to find • Name and contact information clearly listed at top • Consistent and effective use of bold/italics/underlining	• Appropriate length and easy to read • Name and contact information clearly listed at top • Somewhat consistent in format and font • Some information hard to find	• Hard to read • Not formatted correctly • Information not clearly labeled • Contact information missing • Font/bold/italics not used consistently
Education	• Required information listed • Name of high school/dates attended • Section labeled appropriately • Formatted clearly	• Required information listed • Poorly formatted • Not clearly labeled • Name of high school/dates attended	• Required information missing • Section NOT included
Experience/ Skills	• Experience clearly labeled and placed in chronological order • Skills listed appropriately in order of importance • Consistent and effective use of bold/italics/underlining	• Experience not listed in chronological order • Skills not relevant • Somewhat labeled clearly • Information hard to find or overcrowded	• Missing information • Not labeled • Hard to read • Section NOT included
Extra-Curricular Activities	• Activities clearly labeled and placed in chronological order • Role in extra-curricular activity • Consistent and effective use of bold/italics/underlining	• Activities listed but out of order • Not clearly labeled • Formatted inconsistently	• Missing information • Hard to read • Font/bold/italics not used consistently • Section NOT included
Awards/ Recognitions	• Section titles clearly listed and easy to find • Awards clearly labeled and placed in chronological order • Consistent and effective use of bold/italics/underlining	• Activities listed but out of order • Not clearly labeled • Formatted inconsistently	• Missing information • Hard to read • Font/bold/italics not used consistently • Section NOT included
Grammar and Spelling	• Free from grammatical and spelling errors • Word usage consistent and Effective	• Few grammatical and spelling errors • Word usage needs to be clearer and more concise	• To many grammatical and spelling errors • Inconsistent word usage • Hard to understand

All applicants who submit a **COMPLETED** application by the deadline will be contacted regarding their status in the month of February. Please return this application, resume, transcript, letter of recommendation, and photograph to:

Jefferson State Community College
Attn: Recruiting Office
2601 Carson Road
Birmingham, AL 35215

Deadline for submission of all required documents is February 1, 2019 @ 4:00pm