

24th Annual Student Leadership Excellence Awards

FREQUENTLY ASKED QUESTIONS

How do I submit a nomination?

Nominations should be submitted to the Office of Spartan Experiences' website at https://msu.co1.qualtrics.com/ife/form/SV_6JQQmapQZxaZXeK.

Additional Nomination Materials:

- **Required** - A Nomination Essay following the specific award criteria (in a Word document double-spaced, 12 pt. font, maximum of 3 pages) submitted with the nomination form.
- **Optional** - additional materials in a Word document: a resume (1 page limit) and up to two letters of support (limit 1 page each) submitted with the nomination form. **No additional materials will be accepted through any other format.**

When are nominations due?

- All nominations must be received by the Office of Spartan Experiences in the Department of Student Development and Leadership by **Wednesday, March 12, 2025**.

Who can submit nominations?

Any currently enrolled student, faculty, or staff member may submit an Individual Award nomination or an Organization/Program Award nomination. Self nominations are not, however, accepted for Individual Awards. Nominations will only be accepted for Registered Student Organizations. Can I submit more than one nomination?

Yes, you are encouraged to submit as many nominations as you like for both Individual and Organization/Program Awards.

Can I submit additional documents?

Resumes and additional letters of support will be accepted in a Word document. Resume (1 page limit) and up to two letters of support (limit 1 page each) additional Photographs, DVDs, fliers, pamphlets, program materials, and other documents which are not a resume or letter of support **will not** be considered in the selection process.

What does good academic standing mean?

Good academic standing is defined by the University as a cumulative GPA of at least 2.00.

How are the academic records used?

Academic records will be used to identify students who are ineligible for award nominations. Ineligible students' nominations will not be submitted to the selection committee for review.

Award winners will be announced at the Student Life Leadership Awards Reception, April 17, 2025 – Kellogg Hotel & Conference Center at 7:00 p.m.

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What is the difference between organization and program awards?

A student organization is defined as a Registered Student Organization or another student organization that is officially recognized by the university (for example: the Associated Students of Michigan State University or the Bryan Hall Government).

A program is defined as a one-time event or series of events that is sponsored and planned by a student organization. An example of a “one time event” program could be bringing a major speaker to campus. An example of a “series of events” program could be a voter registration drive that spanned multiple days, or a speaker series that focused on a specific issue and spanned the course of a semester.

Can individuals or organizations be nominated for multiple awards?

Yes, individuals and organizations may be nominated for multiple awards so long as they meet the requirements of each award category.

How are recipients selected?

Nominations will be evaluated according to the specific award criteria addressed in the nomination essay. Selections will be made based on the strength of quality and quantity evidenced in the nomination essay and supporting materials.

How can I increase the chances of the person or organization I am nominating to be selected for the awards?

While there are no guarantees that your nominee will be selected, you can strengthen your nomination by following the selection criteria, addressing all of the points listed in the specific award criteria, and writing a strong, compelling essay.

Who selects the award recipients?

A selection committee comprised of undergraduates, graduate students, faculty, and staff will be assembled to review nominations and select award recipients.

Can there be more than one award recipient per category?

It is up to the selection committee’s discretion to select more than one award recipient if two nominees are outstanding.

How are award recipients recognized?

All nominees are invited to the Student Leadership Awards Ceremony held on **April 17, 2025 at 7:00 p.m. to be hosted at Kellogg Hotel & Conference Center**. Award recipients and honorable mentions will be announced at the ceremony. Honorable mention recipients will receive certificates, and award recipients will receive engraved plaques.

What if I have a question not answered here?

If you have additional questions, please contact Jakaira Lynn at lynnjaka@msu.edu.

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