



Dear ESU Warrior:

Several years ago ESU began a tradition of choosing graduating senior undergraduate student commencement speakers. This year, the University is looking to choose two speakers for the May commencement ceremony taking place on Saturday, May 9, 2020.

The ESU Undergraduate Student Commencement Speaker application process is now open. If you feel you could represent the graduating class well or know of someone who would represent the class well, I encourage you to submit an application or nominate someone to be considered for this honor.

In order to be considered for this distinction, an eligible student **must** meet the following requirements:

- Must be cleared to participate in the May 2020 commencement ceremony.
- Must have a minimum grade point average of a 3.0
- Must have a demonstrated record of service to the University community and a record of citizenship and cooperation
- Evidence of meaningful extra/co-curricular involvement
- Must not currently be on disciplinary probation or suspended from the University
- Complete the interview process.

If you wish to nominate someone or to nominate yourself as a May 2020 student commencement speaker, you must be sure that **all** application materials are received **by Friday, March 6 by 4 p.m., at the Office of Campus Life and Inclusive Excellence, 121 Reibman Administration Building. They may also be scanned and emailed to Dr. Gene Kelly, Interim Dean of Student Life, at [ekelly2@esu.edu](mailto:ekelly2@esu.edu).**

If you would like further information on the graduating senior commencement speaker, please call: Dr. Gene Kelly, Interim Dean of Student Life, (570) 422-3461, or email [ekelly2@esu.edu](mailto:ekelly2@esu.edu).

Sincerely,

A handwritten signature in black ink that reads "Gene Kelly". The signature is written in a cursive, flowing style.

Gene Kelly, Ph.D.  
Interim Dean of Student Life



## MAY 2020 UNDERGRADUATE STUDENT COMMENCEMENT SPEAKER APPLICATION INSTRUCTIONS

East Stroudsburg University of Pennsylvania  
Division of Campus Life and Inclusive Excellence  
121 Reibman Administration Building 570-422-3461

COMPLETED APPLICATION MATERIALS MAY BE SENT TO: [ekelly2@esu.edu](mailto:ekelly2@esu.edu)

### ELIGIBILITY CRITERIA:

In order to be considered for this distinction, the applicant must be an undergraduate student and meet the following criteria:

- Minimum cumulative grade point average of 3.0 entering the Spring 2020 semester
- Demonstrated record of service to the university community and a record of citizenship and cooperation
- Demonstrated evidence of meaningful extra/co-curricular involvement
- Must not be currently on disciplinary probation or suspended from the University
- Must complete the interview process.

### FILING INSTRUCTIONS:

Each applicant or nominator must complete and submit this application and all supporting materials by the deadlines listed below. Although application materials may be submitted piecemeal, it is the nominator or applicant's responsibility that all materials are received by the stated deadline.

### STUDENT BIOGRAPHICAL INFORMATION:

Please complete this section in its entirety so that we have biographical information for publicity purposes.

First Name, Middle Initial, Last Name \_\_\_\_\_ Student Identification # \_\_\_\_\_

ESU E-mail Address \_\_\_\_\_ Student Phone # (\_\_\_\_) - \_\_\_\_\_

ESU College/Major(s) \_\_\_\_\_ / \_\_\_\_\_ Grade Point Average \_\_\_\_\_

Mailing Address \_\_\_\_\_

**Campus Residence Including Hall and Room Number or Commuter Residence Including Street, City, State, Zip Code**

### NOMINATOR (not to be completed if self-nominated)

Name of Nominator \_\_\_\_\_

Title/Position of Nominator \_\_\_\_\_

Phone and E-mail of Nominator \_\_\_\_\_

### APPLICATION MATERIALS AND DEADLINES (Due no later than Friday, March 6, 2020, at 4 p.m.)

To: Office of Campus Life and Inclusive Excellence, 121 Reibman Administration Building

- ☐ This completed form
- ☐ 2-3 page statement of why the nominee should be selected to be the Student Commencement Speaker
- ☐ A draft of the 3-5 minute address submitted by the student to be recited during the interview
- ☐ Two recommendations

**RECOMMENDATIONS:**

Please present the attached recommendation form to two members of the faculty or staff who have agreed to support your application and are familiar with your contributions to East Stroudsburg University and/or the community. It is in your best interest to choose staff or faculty member who can attest to your contributions outside the classroom and not solely your academic performance which, to some degree, is measurable by your grade point average. Once completed, you should collect the completed forms from the faculty/staff member in a sealed and signed envelope and return them along with all other required application materials.

**STUDENT AUTHORIZATION:**

Students who have self-nominated must choose responses to each of the statements listed below. Faculty or staff members who have nominated a student will need to have the student respond to the statements below and sign the document. The information collected is necessary in order to be considered as a candidate for the Commencement Speaker. Although it is the student's choice to grant permission, failure to do so will disqualify the student from being considered as an applicant for the Commencement Speaker.

**STUDENT RELEASE OF INFORMATION:**

*By signing below, I hereby release my academic and judicial records to the Interim Dean of Student Life and the Undergraduate Commencement Speaker Committee as they pertain to this application. I further understand that the information I have provided in this document is subject to verification. East Stroudsburg University may publish the following information in the Commencement Ceremony program, should I be selected to receive this honor. I grant permission to publicly release my:*

☐ Grade point average

☐ Academic honors and awards

☐

*Co-curricular involvement and awards*

☐

*Student conduct records*

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



## MAY 2020 UNDERGRADUATE STUDENT COMMENCEMENT SPEAKER APPLICANT REFERENCE FORM

East Stroudsburg University of Pennsylvania  
Division of Campus Life and Inclusive Excellence

### PART ONE: TO BE COMPLETED BY THE APPLICANT

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

To the Applicant:

Please give this form to a member of the faculty or staff whom you have chosen to submit a reference for you and is familiar with your contributions to East Stroudsburg University and your qualifications to offer the commencement

#### Applicant's Waiver of Right to Access

The Family Educational Rights and Privacy Act of 1974 (FERPA) allows you to waive your right of access to confidential letters or statements written on your behalf if the recommendation is used solely for the purpose of receipt of this honor. The university does not require that you make such a waiver as a condition for application.

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

- ☐ I hereby voluntarily waive my right to examine this confidential evaluation
- ☐ I hereby do not waive my right to examine this confidential evaluation

Applicant Name: \_\_\_\_\_ Date: \_\_\_\_\_

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

### PART TWO: TO BE COMPLETED BY THE REFERENCE

To the Reference:

The applicant named above is applying to offer the Commencement address at the May 2020 ceremony. **Please complete this Reference Form and return it to the applicant in a sealed and signed envelope. It is due NO LATER THAN Friday, March 6, 2020, at 4 p.m.**

IN WHAT CAPACITY ARE YOU FAMILIAR WITH THE APPLICANT? (MARK ALL THAT APPLY. EXPLAIN OTHER RESPONSE.)

- ☐ Academic advisor
- ☐ Professor
- ☐ Supervisor / Staff
- ☐ Organization advisor
- ☐ RA/RLC
- ☐ Other

How long have you known the applicant?

- ☐ 1 semester or less
- ☐ 1-2 semesters
- ☐ 3-4 semesters
- ☐ 5-6 semesters
- ☐ 7-8 semesters or more

Given the Commencement atmosphere, please comment on this student's ability to offer a five-minute address as the graduates' representative.

Please comment on this student's contributions to East Stroudsburg University and/or the community-at-large through out-of-classroom commitments and experiences.

Other Comments:

Completed by: \_\_\_\_\_ Department: \_\_\_\_\_  
**PLEASE PRINT**

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

UPON COMPLETION, PLEASE RETURN THIS FORM TO THE APPLICANT. COMPLETED APPLICATIONS ARE DUE  
NO LATER THAN: **Friday, March 6, 2020, at 4 p.m.**

**Division of Campus Life and Inclusive Excellence, 121 Reibman Administration Building.**

QUESTIONS MAY BE DIRECTED TO: Gene Kelly, Ph.D., Interim Dean of Student Life, 570-422-3461, [ekelly2@esu.edu](mailto:ekelly2@esu.edu)



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