



STUDENT AFFAIRS

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Student Activities

# Outstanding Seniors 2024

**Candidate Information Packet**

## Outstanding Seniors Selection Timeline

<b>Application form opens</b>	Monday, September 16th	
<b>Application closes</b>	Wednesday, October 9th	11:59pm
<b>Round 1 Polls open</b>	Monday, October 14th	9:00am
<b>Round 1 Polls close</b>	Monday, October 14th	8:00pm
<b>Finalists announced</b>	Wednesday, October 16th	
<b>Finalist Polls Open</b>	Monday, October 21 <sup>st</sup>	9:00am
<b>Finalist Polls Close</b>	Monday, October 21 <sup>st</sup>	8:00pm
<b>Finalist Interviews</b>	Wednesday, October 23 <sup>rd</sup>	TBA
<b>Halftime Practice</b>	<b>TBD</b> (October 21-25)	TBA
<b>Outstanding Senior Announced</b>	Saturday, October 26th	Halftime

# Outstanding Seniors 2024

## Candidate Information

### **Nomination Process**

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1. Only recognized student organizations may nominate candidates. Organizations may nominate only one student that is a current member of the nominating organization.
2. Each nominee must be a full-time student senior at TCU (must have completed 84+ academic credit hours by the completion of the spring 2024 term), with a cumulative GPA of at least 2.5 on a 4.0 scale.
3. The nominee must be in good standing with the University and cannot be under active disciplinary sanctions at TCU. Conduct records will be verified by Campus Life.
4. Classification, GPA, and standing of all nominees will be verified by Student Activities to certify that all candidates meet the eligibility requirements.
5. This year must be the first, and only, year that the student is nominated.
6. Once a student has been nominated, he or she has until the application deadline to submit their materials. Nominees who do not submit an application by the deadline will not be included in the selection process. More information about the application is included below.

### **Selection Process**

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1. The Outstanding Seniors selection process will consist of 2 parts:
  - Part 1 - (1) 25% resume, (2) 25% short essay, and (3) 50% popular vote
  - Part 2 - (1) 25% Part 1, (2) 25% Finalist vote, and (3) 50 % interview
2. Each applicant must submit a professional resume to be considered. Please submit a resume for a potential job in your future career field. If you need assistance on your resume, visit <https://careers.tcu.edu/students/career-tools/> and reference their resume section.
3. Each applicant must submit a short answer essay to be considered. The short essay shall be completed by the nominee him/herself and submitted online as part of the application.

For more information, please visit [studentactivities.tcu.edu](http://studentactivities.tcu.edu) or email Kelly Lee ([kelly.lee@tcu.edu](mailto:kelly.lee@tcu.edu))

4. Nominees will receive confirmation of their candidacy once their applications have been received and reviewed.
5. Candidates will be invited to take professional headshots provided by TCU Yearbook for the voting ballot. More information will be emailed to candidates.
6. Initial round of voting will be held online using TCU Qualtrics on Monday, October 14th, 2024 from 9:00am until 8:00pm. Each candidate's name, photo, and the three activities or honors selected by the candidate will be displayed on the ballot.
7. All TCU undergraduate students are eligible to cast their votes for Outstanding Seniors candidates. The student body will receive a direct email from TCU Qualtrics on the day of the election with a unique URL to cast their votes online. Solicitation of votes is subject to TCU's policies and procedures (see below) for promotional and marketing materials on campus. If you have any questions, please direct them to Kelly Lee (kelly.lee@tcu.edu). Violations will be mediated by senior Student Affairs staff members.

### **Finalist Information**

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1. The top ten candidates with the highest combined scores from Part 1 (resume, short essay, and student body vote) will be announced as finalists for Outstanding Seniors. The finalist selection process will continue in the following week leading up to the Homecoming game.
2. The finalists will be required to schedule an interview. A panel of faculty and staff judges representing offices from across campus will conduct the interviews. Each judge will submit an interview score for each finalist. The interview scores for each finalist will be averaged to determine the final interview score. The interview will be no more than twenty minutes.
3. The finalist round of voting will be held online using TCU Qualtrics on Monday, October 21st, 2024 from 9:00am until 8:00pm. Each candidate's name, photo, and the three activities or honors selected by the candidate will be displayed on the ballot.
4. All TCU undergraduate students are eligible to cast their votes for Outstanding Seniors candidates. The student body will receive a direct email from TCU Qualtrics on the day of the election with a unique URL to cast their votes online. Solicitation of votes is subject to TCU's policies and procedures (see below) for promotional and marketing materials on campus. If you have any questions, please direct them to Kelly Lee (kelly.lee@tcu.edu). Violations will be mediated by senior Student Affairs staff members.

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5. Each finalist is required to participate in the Homecoming Week activities.
6. Each Outstanding Senior finalist must be available for halftime practice (TBD on the exact day) and for participation at halftime of the football game on October 26th.

## **Outstanding Seniors Campaign Guidelines**

### **Campaign Guidelines**

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1. Campaigning is “any public action initiated by either a candidate or a member of a candidate’s campaign staff to persuade members of the student body to vote for or against one or more candidates.”
2. **General Campaigning Rules:**
  - a. The candidate and sponsoring organization may only campaign through social media channels and cannot contribute a monetary amount to the candidate’s campaign.
  - b. We ask that all pages have a link to the official website (<https://studentactivities.tcu.edu/outstanding-seniors-award/>).
3. **Election Day Restrictions (Applies to both voting days):**
  - a. Each undergraduate student will receive an email containing a unique URL to access the ballot. This URL will only allow for one-time access.
  - b. You cannot create your own voting booths. Soliciting votes with any electronic device from which a student may cast a vote or access the polling portal is prohibited.