

MTSU Department of Art and Design

Department Service Award Application Form

Purpose: To recognize students' outstanding service to the MTSU Department of Art and Design over the previous year.

Eligibility: Open to all students who have provided significant service to the department.

Application Deadline: 11:59 p.m., Monday, March 2, 2026

Email saved copy with any additional supporting materials to ArtandDesign@mtsu.edu

1. Applicant Information:

- **Name:**

- **Student ID:**

- **Email:**

- **Phone Number:**

- **Major:**

- **Year in School:**

Service Details:

1. Describe the service activities you have participated in over the past year:

- **Activity 1:**

- Description: _____

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- Dates of Involvement: _____

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- Impact on the Department: _____

- **Activity 2:**

- Description: _____

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- Dates of Involvement: _____

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- Impact on the Department: _____

2. Explain how your service has benefited the MTSU Department of Art and Design:

(Use section 5 if you need additional space to complete this section)

Supporting Documentation:

- **Letters of Recommendation:** (Optional but encouraged)

- Recommender 1:

- Name: _____
 - Position: _____
 - Email: _____

- Recommender 2:

- Name: _____
 - Position: _____
 - Email: _____

- **Additional Documentation:** (e.g., photos, certificates, etc.) *Attach digital copies of additional documentation to an email and send to ArtandDesign@mtsu.edu, In the Subject Line, list your name and Student Service Award* (i.e., Jane Gomez, Student Service Award)

3. Acknowledgment:

I certify that the information provided in this application is true and accurate to the best of my knowledge.

- **Signature:** _____
- **Date:** _____

4. Selection Process:

The determination for consideration and selection of the Department Service Award is made by a committee of department faculty and affirmed by the department's chair. Multiple awards may be presented based on the committee's recommendations.

