

Dear Applicant:

Thank you for your interest in the **UB STARS**, the University at Buffalo **STudent Admissions Recruitment Specialists!** In this packet, you will learn everything from what it means to be a UB STAR to how to apply. Please be sure to look over all the information, and especially keep in mind the dates noted on the attached timeline so that your application is in on time!

**Who we are:**

The UB STARS are a dynamic group of undergraduates that help recruit prospective students to UB. The STARS are one of three branches of the Office of Admission's Student Recruiter Unit, acting at all times to promote the following goal:

**\*TO PROVIDE EVERY PROSPECTIVE STUDENT WITH AN OPPORTUNITY TO CONNECT WITH A CURRENT STUDENT\***

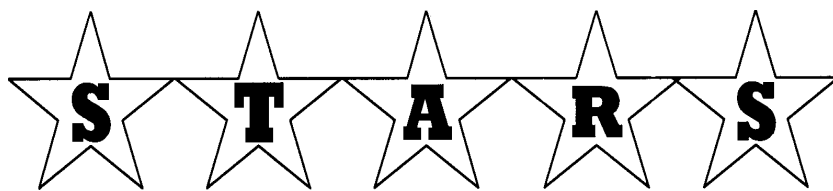
**What that means:**

As a member of the UB STARS, students assist us here in Admissions in a very important way. STARS are UB *students*, and as such have a different perspective than that of an admissions counselor to provide to families about what life is like here at the University at Buffalo. In furtherance of our goal to provide prospective students with a current one, we keep our STARS busy doing the following activities:

- STARS staff the Admissions screen name, UBADMIT, from the hours of 9-5. Prospective students and their parents can instant message a STAR to ask questions about everything from life at UB, being a college student, and how and when to apply. STARS are trained to be able to answer admissions specific questions, but most importantly they provide the student with the reality of being a UB student.
- STARS assist us at many different Admissions events, most importantly Open House. We want those interested in UB to hear *from a student* about what it means *to be* a student. This is a perspective an admissions counselor cannot give! That is where the STARS come in.
- STARS visit their high schools to make a presentation about UB and all it has to offer. High schoolers who hear a presentation from not only a student at UB, but one who comes from the same place and who they maybe even know are more inclined to feel a connection with us and consider applying and enrolling.

## Why become a STAR?

- The STARS are a close knit group of students, united in the fact that they are a part of a very selective group. You will meet some great people you might not have otherwise ever crossed paths with. We have all types of majors, interests, personalities, and ideas- STARS are a representative sample showcasing all of the different forms of diversity at UB!
- The STARS are special, and therefore they attract attention from important faculty members and UB staff. You will make invaluable connections that can only help you in your future, both during and after your time at UB. Having STARS on your resume will only improve your marketability in the job and educational market.
- STARS must be personable, as they are often the one and only face a prospective family will see that connects them to the University. It is important that the one person a family connects with represents UB in the most positive light possible! Spending some time in STARS will give you public speaking experience, strengthen your ability to think quickly and confidently when speaking with people you must make a good impression on, and help you develop sophisticated communication skills. The qualities nurtured as a STAR will help you excel in school and make you a competitive force in whatever career you choose to pursue after your time at UB.
- If you really love UB, meeting new people, and helping others, than what could be more rewarding than helping a potential UB student make one of the most important decision in their lives? The STARS are always telling me how much fun they had meeting someone new, and how great it was to know that they *came to UB because of them!* They have fun, develop connections and communication skills, meet great people and help others out by just being themselves and loving UB.
- If you are interested in giving *tours* to prospective students, becoming a STAR is the avenue to do so. The tour guides that work for our office are almost all STARS, and we DO NOT allow any students who are NOT members of STARS or our other student group, the UB TeleTeam, to become tour guides. Tour guides have opportunities beyond STARS to improve their public speaking skills, learn more about UB, make connections and meet new people. But you can't be a tour guide unless you join STARS first!



**Ok, sounds good to me! What do I do now?**

Membership in STARS is competitive. We are looking for enthusiastic, dedicated students who love UB and want to share that excitement with interested students. Involvement in other activities is not as important as showing us that your personality will make a lasting, positive impression on students and parents who are considering making a big choice- the choice to join our UB community for one of the most important academic and personal experiences of their lives. To be eligible you must:

1. Fill out the attached application by **March 4**, including one recommendation with the form provided;
2. Have at least a **2.5 cumulative grade point average** at the time of application;
3. Be at least a second-semester freshman who has completed 1 full semester at UB;
4. Be available one Saturday per semester to help with our Visit UB program, help us at Fall and Spring Open House, attend monthly meetings, and commit to one office hour per week. The time commitment is small, but very important! We need responsible students we can depend on;
5. Have a sincere desire to represent and promote UB in an enthusiastic manner and have a strong sense of pride in the University;
6. Have the ability to work well with others, adapt to sometimes difficult situations, and possess effective communication skills.

If we feel you have the qualities we are looking for, we will contact you for an in-person interview before selecting our STARS for 2011-2012. If you have any questions at all, please do not hesitate to contact me at [prov.rsparikh@provost.buffalo.edu](mailto:prov.rsparikh@provost.buffalo.edu), or contact a current STAR via our screen name, UBADMIT. STARS will also be available to answer questions at table days in the Student Union at the end of February (see attached calendar for dates and times). I look forward to reviewing your application!

~Rajavi Parikh

UB STARS Program Coordinator

## 2011-2012 UB STARS Application

In filling out the application, please keep in mind the skills and qualities we are looking for as described in this information packet. Please return this application by **Friday, March 4** to:

Rajavi Parikh  
Office of Admissions  
12 Capen Hall  
Buffalo, NY 14260  
716-645-6414  
prov.rsparikh@provost.buffalo.edu

**Please type or print neatly. Thank you.**

### **Biographical Data:**

Name \_\_\_\_\_

Person # \_\_\_\_\_

Local Phone \_\_\_\_\_

Date of Birth \_\_\_\_\_

Email \_\_\_\_\_

Gender         Male     Female

Ethnicity (you are not required to answer)

African-American

Native American

White, Non-Hispanic

Asian or Pacific Islander

Hispanic/Latino

Other (please specify) \_\_\_\_\_

### **High School Information:**

Name of High School Attended \_\_\_\_\_

Location of High School \_\_\_\_\_

Graduation Year \_\_\_\_\_

**College Information:**

Current Year: (circle)    Freshman    Sophomore    Junior    Senior

G.P.A. \_\_\_\_\_

Intended Major \_\_\_\_\_

Have you been accepted into your School or Department? (circle) Yes    No

Academic Minor(s) \_\_\_\_\_

Expected Graduation Date : (month/year) \_\_\_\_\_

**Please list any clubs, activities, and volunteer activities you are involved in, both at UB and in the community, and indicate any leadership roles you hold in these activities. You may also submit a resume in lieu of filling out this section.**

**Short Questions and Answers (please limit your comments to the space provided)**

**1. Please list three words that best describe you.**

**2. If you were elected President of UB, what would be one thing you would change or improve at UB and why?**

**3. Please give us a specific example about how you as a person, your goals, outlook on life, or values have changed as a direct result of being a student here at UB.**

**4. Think back to when *you* were applying to college. What were some difficulties you faced during the application process, and how would you help make that same difficulty a little bit easier for future students? If you felt applying to college went smoothly and easily for you, what advice would you give a prospective student to try and help them have a similar experience?**

**5. Tell me about yourself and why you think you would be a great UB representative?**



## Reference Form

**Applicant Name:** \_\_\_\_\_

**To the Applicant:** Please ask a representative of the University at Buffalo to complete this reference form. Such persons may include, but are not limited to: academic advisors, hall directors, professors, resident advisors and supervisors from employment. Please return this reference form with your application in an envelope sealed and signed by the reference.

**To the Reference:**

This applicant is applying to the UB STARS for the 2011-2012 academic year. Please complete this reference form and return it back to the applicant in a sealed envelope with your signature signed across the seal. Thank you for your time.

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

E-mail: \_\_\_\_\_ Phone: \_\_\_\_\_

UB STARS is a voluntary public relations organization of approximately 50 students who assist in the promotion of UB to prospective students, their parents and the high school guidance community. The UB STARS program is sponsored by the Undergraduate Office of Admissions.

**Questions:**

1. In what context and for how long have you known the applicant?
  
2. Based on your knowledge of the UB STARS program, how do you feel this applicant will represent the University and the Office of Admissions?

	5	4	3	2	1	N/A
<b>Knowledge of UB</b>						
<b>Enthusiasm</b>						
<b>Dependability</b>						
<b>Verbal skills</b>						
<b>Ability to relate to others</b>						
<b>Independence in thought</b>						
<b>Professionalism</b>						
<b>Honesty and Integrity</b>						

**Rating Scale:** (Please rate the applicant on the following rating system where 5 is the highest and 1 is the lowest)

**Reference Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

## **Important Dates to Keep in Mind**

<b>Wednesday, February 2, 2011</b>	<b>STARS application available for 11-12</b>
<b>Tuesday, February 15, 2011</b>	<b>STARS info table in Capen Hall 10am-3pm</b>
<b>Monday, February 21, 2011</b>	<b>STARS info table in Student Union 10am-3pm</b>
<b>Friday, March 04, 2011</b>	<b>STARS applications are due by 5pm</b>
<b>Monday, April 4-Friday April 15, 2011</b>	<b>Interviews</b>
<b>Week of April 25, 2011</b>	<b>Offers to join STARS for 2011-2012 will be made to qualified applicants</b>