

Resident Assistant Application

Resident Assistant Application Requirements

To apply, please submit the following four things either in paper to the Office of Residence Life in Crawford Hall 134 or via e-mail to reslife@morrisville.edu by **Monday April 1, 2019 at 4 p.m.**

1. RA Application—Applicant Information Sheet (attached)
2. Résumé
3. Cover letter: Please answer **ALL** of the following questions in your cover letter.
 - From your perspective, what do you think are the most important roles of a Resident Assistant? Please explain.
 - What skills do you possess that you can offer the Residence Life team? Please relate these to the RA position as you understand it.
 - What do you hope to gain here at SUNY Morrisville as an RA and how will this help you accomplish your future goals?
4. One recommendation form: Must be completed by a SUNY Morrisville faculty or professional staff member, other than an RD or an RA. The form is available on our website at https://www.morrisville.edu/sites/default/files/entity-browser-files/ra_reference_sheet_for_fall_2019.pdf.

Additional Requirements

- 2.5 cumulative GPA
- Be in good financial and judicial standing.
- Must be a current full-time SUNY Morrisville student.
- Must have completed one semester of college prior to the intended semester of employment.

Next Steps

If you are selected for an interview, you will be contacted with at your SUNY Morrisville email account with additional instructions.

For assistance with résumé, cover letter, and interview tips, please refer to the Career Guides & Handouts, by visiting the SUNY Morrisville Career Services office or their website:
<https://www.morrisville.edu/career-services/guides-handouts-and-workshops>

All applications for Fall 2019 must be received by

Monday April 1, 2019 at 4 p.m.

Resident Assistant Application

Applicant Information

Name:

M#:

Current Residence Hall:

Current Room:

If you live off campus, what is your off campus address?

Phone # You Use:

E-mail:

Permanent home address:

Permanent home phone #:

Major:

Cumulative GPA:

(minimum of 2.5 cumulative GPA required)

Class Status:

of semesters living on campus:

Have you ever been found responsible for violating rules or policies while attending SUNY Morrisville? This might include a verbal warning, a letter of warning, campus probation, etc. Please note that answering yes *does not* automatically disqualify you from consideration for the RA position.

If yes, please explain:

Have you ever been convicted of a felony or misdemeanor?

If yes, list date, charge, location, court, and action taken.

I have inquired about and understand the basic responsibilities, duties and other obligations of being an RA. I am aware of the departmental expectations and rules and regulations of the College and will abide by them as detailed if I am offered and accept a staff position. I certify that all of the information disclosed on this application is true and accurate and that any misrepresentation of facts may constitute cause for non-appointment or dismissal. I understand that as a condition of this application, my GPA, conduct records, and all listed past or current supervisors or Residence Life staff members may be contacted and/or reviewed. I understand that employment as an RA at SUNY Morrisville is conditional upon maintaining a minimum 2.50 cumulative GPA and remaining in good judicial and financial standing. Employment agreements are issued on a semester basis and appointing officials are not obligated to extend employment for additional time based on performance review.

Applicant signature

Date

Remember to ask your reference to complete a reference form located at https://www.morrisville.edu/sites/default/files/entity-browser-files/ra_reference_sheet_for_fall_2019.pdf
References can either be printed and turned in as a hard copy to Crawford 134 or attached as a PDF file and mailed to reslife@morrisville.edu.

All application materials (including references) are due by **Monday April 1, 2019 at 4 p.m.**