

## Graduate Student Awards Departmental Checklist Al S. Davis Leadership Award

Applicant deadline: **Friday, February 12, 2010**

Department deadline: **Friday, February 26, 2010**

- Confirm eligibility of applicant (one per department):
  - First preference is given to minority students.
  - Applicant will be a registered graduate student in a degree-seeking education program during the fall 2010 and spring 2011 semesters.
  - Applicant intends to pursue a leadership role in teaching/administration in a K-12 urban or small urban school environment.
- Check completion of application:
  - Graduate Student Award Application
  - Curriculum Vita
  - Personal Statement
  - Two Letters of Recommendation
- Prepare an electronic copy of the applicant's UIUC academic history and current GPA from SIS [Student Information System-Course Hist and GPA Hist].
- Save application and supporting material into one PDF file using the following naming convention: applicant's netid\_davis\_2010-11.
- Place PDF file in the appropriate department folder located at <\\files.ed.uiuc.edu\Groups\GSAAT\department name> by the department deadline.