



### **Overview of the Senior Service Award**

To apply for the Senior Service Award, the following criteria must be met:

- Must be a member of a chapter or emerging chapter who has shown outstanding scholarship, leadership, character, and service.
- Must be a senior graduating from an undergraduate degree program during the 2022-2023 academic school year.
- Seniors who elect alumna status before graduating are ineligible to apply; seniors who elect special status may still be eligible to apply.
- Must have a letter of recommendation submitted on their behalf by any alumnae member of their advisory board.
- Must also be reviewed and officially nominated by their Advisory Board.

### **Background & Overview of Instructions**

Theta Phi Alpha's Senior Service Award is the highest award granted to a collegiate member. This national award is presented in recognition of a senior collegiate member whose scholarship, leadership, character, and service to the Fraternity and school has been outstanding during her years as a collegian. The award is presented during the Founders' Day Ceremony or an Emerging Chapter's Installation. Applicants and alumnae advisors completing all required forms can access more information on the [Senior Service Award Information Page](#) in addition to further details on the [timeline](#).

After submitting their [application](#) and also submitting their [photo and release](#) form by 11/1, the applicant and their Chapter/Emerging Chapter Advisor (or the Chapter's Conference Manager or Emerging Chapter Lead as applicable) will receive a copy of the application.

The applicant indicates on her submission an alumna member from her advisory board who she has asked to write out a [recommendation form](#) for her. A copy of the application is automatically sent to this alumna advisor. The recommendation form can be submitted before or after the application is submitted but it must be completed no later than November 30.

The **alumnae members only** of the Advisory Board are then required to review all applications and complete the CAB [Nomination Form](#). Up to two candidates may be nominated to the Board of Trustees for consideration by November 30. The review process and the names of the candidates nominated are to remain confidential. *If there are no applicants, advisors do not need to complete this form.*

If you have any questions regarding applications or the awards process, please contact the current Trustee overseeing Senior Service awards at: [Seniorservice@thetaphialpha.org](mailto:Seniorservice@thetaphialpha.org).