

Cover Letter for Students who have not worked for University Housing

- Address the letter to University Housing Professional Staff
- Please address the following questions in your letter:
 - What have you done in your past and in your tenure at SOU (jobs, volunteering, clubs, organizations, and leadership experiences) to show that you would be a great staff and team member for University Housing?
 - University Housing holds academic success in high regard within our department and we hope that student staff members will continue this success during their employment with us. We require applicants and current student staff to maintain a 2.5 for both their term and cumulative GPAs.
 - If you do not currently meet this requirement please explain why that is the case, how you plan to reach (and potentially exceed) our requirements, and how you plan to balance your academics and your responsibilities as a student staff member within our department?
 - If you are currently meeting or exceeding this requirement, how do you plan to balance your academics and your responsibilities as a student staff member within our department?
 - University Housing staff members serve as role models for students within the department and across campus. In addition, they also serve as representatives for the department and campus communities. Please describe how you would approach being a positive role model and representative for University Housing?
 - Please list all the commitments that you are planning to have outside of a student staff position within University Housing during the 2021 - 2022 academic year (i.e. academic course load, clubs, jobs, sports, volunteer work, etc.)? For each, please include estimated weekly time commitment.
- For more help and assistance on Cover Letters: <https://inside.sou.edu/careers/coverletter.html>
- For more help and assistance on Resumes: <https://inside.sou.edu/careers/resume.html>

Cover Letter for Students who are currently employed for University Housing

- Address the letter to University Housing Professional Staff
- Please address the following questions in your letter:
 - Please explain why you are interested in the position(s) you selected
 - What new experiences and opportunities would you like to achieve by serving on student-staff during the 2021 – 2022 academic year to increase your knowledge and skills?
 - University Housing staff members serve as role models for students within the department and across campus. In addition, they also serve as representatives for the department and campus communities. Please describe how you have approached being a positive role model and representative for University Housing?
 - Please list all the commitments that you are planning to have outside of a student staff position within University Housing during the 2021 - 2022 academic year (i.e. academic course load, clubs, jobs, sports, volunteer work, etc.)? For each, please include estimated weekly time commitment.
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