



Student Employee of the Year Nominations

The Office of Financial Aid and Student Employment will recognize and honor student employees for their contributions to the university community. Students are nominated by faculty and staff members.

Eligibility:

- Enrolled in a CU Boulder Degree program at least half time as an **undergraduate**. Graduate students and Teaching Assistants are not eligible this year.
- There is no restriction on length of employment for the student.

Award:

- The first-place campus winner will receive Buff Gear donated by the CU Bookstore and will be nominated for [National Student Employee of the Year](#) (NSEA) to honor their accomplishments. If selected as the winner for NSEA the winner will receive \$300. **Photo of student will be requested but not mandatory**
- The second-place campus winner will receive Buff Gear, donated from Student Employment, Office of Financial Aid.

Nomination Procedure:

- After feedback from members of WASEA/NSEA, the board members changed the process this year by having the University select one category from their list to base your nomination off. Our University has selected the category **Diversity and Inclusion**.

- Please submit a maximum **TWO- PAGE Submission Letter** on a **University/Departmental Letterhead** with the following information:

Student Name

Pronunciation of Name

Student ID

Student Mailing Address

Student Email Address

Student Position Title

Supervisor Name

Supervisor Email

Department Where Student Position is Held

Indicate if you are a 2- or 4-year institution.

- Include each of the following in the letter:
 - Briefly describe why you are submitting this [student for recognition](#).
 - Briefly outline your student employee's accomplishments over this past year and/or how they have contributed to the work place.
Please provide specific examples.
 - [Diversity & Inclusion](#)
 - Closing statement.
 - Signature of person submitting.
- Email your nomination letter by February 16, 2024 (must be either .pdf or .doc format) to studentemployment@colorado.edu with the subject line "Student Employee of the Year Nomination."

Please note: Additional materials will not be considered. The information you provide may be shared with the public through press releases and other promotional opportunities.

Deadline for submission is February 16, 2024

Recognize your outstanding student employee(s) during the National Student Employment Week April 7-13, 2024.