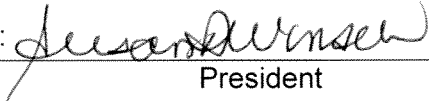
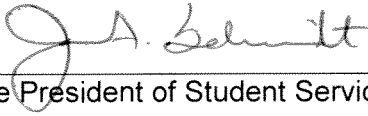


**AIKEN TECHNICAL COLLEGE
PROCEDURE**

Procedure Title:	COLLEGE SERVICE AWARD	Procedure Number:	5-4-107.1
Institutional Authority:	Vice President of Student Services		
Associated SBTCE Policy/Procedure:			
Governing ATC Policy:	5-4-107		

Approved:  President  Vice President of Student Services

Date Adopted: 07/01/2004
Date Revised: 05/12/2008

I. Criteria

The College Service Award will be presented at Awards Day to a student who has made outstanding volunteer contributions of personal time and effort to the student body, College, and community.

1. Contributions to Student Body – Maximum of 50 points

Participation in Student Government Association (SGA) activities, leadership conference, workshops, committee assignments, etc...

2. Contributions to College – Maximum of 30 points

Participation in College sponsored community activities such as open house, seminars, recruiting, etc...

3. Contributions to Community – Maximum of 20 points

Participation in charitable and civic activities such as Special Olympics, literacy, bike-a-thon, ringing the bell for Salvation Army, etc...

II. Committee

Two faculty, one first year student, one Student Services staff member, and a staff member at large will be nominated by the Vice President of Student Services. The chair will be appointed by the Vice President of Student Services from one of the five members.

III. Selection

Nominations will be solicited from all faculty and staff by the Office of Student Services. The Committee will review nominations and supporting documentation, interview finalists, if necessary, and make a recommendation for the recipient to the Vice President of Student Services.

Procedure Review		
Review Date	Reviewed By	Date Completed
07/01/2007		
05/12/2013		