



Pittsburg State University

International Orientation Leader Application Guidelines



Pittsburg State University international students may apply to be an orientation leader and serve as an International Advocate. These leadership positions work with the International Programs and Services Office (IPSO) to assist new students before, during, and after orientation. Selected students will also promote intercultural learning and understanding on the PSU campus and in the community through volunteerism.

Criteria and Eligibility

Applicants must:

1. Be an international degree-seeking student.
2. Have completed one semester as a full-time student taking academic classes.
 - a. Students currently in their 1st semester at PSU are not eligible to apply.
 - b. IEP students are eligible after they have graduated from IEP and have completed one credit-bearing semester at PSU.
3. Have a minimum cumulative GPA of 2.75.
4. Be a full-time student (12 hrs undergraduate, 9 hrs graduate) when applying and when serving as an advocate.
5. Demonstrate leadership ability and campus and community involvement.

*Selected International Advocates will receive a \$1,000 tuition scholarship during the semester that they serve as an advocate.

*International Advocates must submit two recommendations from supervisors or professors.

*Full-time GA/GTAs and exchange students are not eligible to apply.

Requirements

Selected Applicants must:

1. Participate in orientation week (**August 11 - 15, 2025**).
2. Attend Meeting (**Tentatively Saturday, May 3, 2025, at 3:00pm**)
3. Attend Training (**Monday/Tuesday, August 11 - 12, 2025**)
4. Participate in an airport pick-up **August 9 – 12, 2025**. (As needed)
5. Support and mentor an assigned group of students throughout the semester.
6. Belong to one registered student organization *outside* of own country/culture and *outside* of the International Student Association.
7. Perform up to 10 hours of international and community related service during the semester.
Service should promote intercultural learning & understanding on the PSU campus and in the community.
Students are serving as a representative of their culture/country and the International Office.

Service Opportunities include:

- a. Creating or participating in opportunities for domestic students to engage with internationals in order to learn about other countries and cultures.
- b. Giving presentations or serving on panels about cultural matters to PSU classes, elementary schools, etc.
- c. Assisting with specific programs of the International Programs and Services Office.
- d. Volunteering in the Pittsburg community.

Application Process:

Applicant must submit the following items:

1. Completed application form and responses.

As you answer the questions, keep in mind that the selection committee will be looking for innovative ideas, well-written and insightful answers. Being an International Advocate is an important opportunity, so take time to complete your answers thoughtfully. For example, do not only say that you want to be an international advocate because you know what it is like to be an international student and you want to help. But give specific examples and tell us what specific ideas you have. Have unique answers. (Plagiarism is defined as using ideas or writings of another and claiming them as one's own)

2. *Two recommendation forms

Ask a staff member or faculty (not a GA/GTA) at Pittsburg State University with significant knowledge of your experience and involvement to complete the recommendation form. If you have a job on campus, **ask your supervisor** to fill this out for you.

At the end of the online application, you will enter your staff member or faculty recommendations' information and their email address. You must ask your references before you submit their name and let them know about the **April 22nd** deadline.

3. Resume (One page)

General Instructions

1. DEADLINE for orientation leader application is **Tuesday, April 22nd at 4:30 p.m.**
2. Submit your completed application form online through the link on the website.
3. Incomplete applications will not be considered. Follow up with your references.
4. You will be notified via email regarding the status of your application.
5. If you have any questions about the application, please email Brenda Hawkins at bhawkins@pittstate.edu

NOTE: Volunteers are needed as well and have a separate sign-up form.