

# **Application Form**



Category I   Award of the year

## **3. Student Activity Unit of the Year**

Name of Student Activity Unit

---

## 1. Basic Information for Student Activity Unit

**(For item 1.1 and 1.2, applicant fills in only one item.)\*\*\***

(1.1) Name of Student Activity Unit (Under supervision of Center for Student Leadership and Experiential Learning: CSLEL)

---

(1.2) Name of Student Activity Unit (Under supervision of Faculty, Department, Center)

---

(1.3) Name of Student Activity Unit's Advisor

Name-Surname (Mr./Ms.) \_\_\_\_\_

Position \_\_\_\_\_ Contact No. \_\_\_\_\_ E-mail \_\_\_\_\_

---

(1.4) Name-Surname of Student Activity Unit's President/Student Activity Unit's Leader

(Mr./Ms.) \_\_\_\_\_ Line ID. \_\_\_\_\_

Contact No. \_\_\_\_\_ E-mail \_\_\_\_\_

(1.5) Mission, Objective of Student Activity Units

---

---

---

(1.6) Number of Committee / Staff \_\_\_\_\_ Persons  
(Please attach name lists of committee and staff)

(1.7) Description of Achievements and High Light of the Year

---

---

---

---



---



---



---



---



---

**2. (For applicant) Year Plan of Student Activity Unit**

Activity's name	Detail of activity	Venue	Expense	No. of Participants

**3. (For applicant) University Engagement and Participation**

Activity's name	Detail of activity
Student Organization	
University	
External	

**4. (For recommender) Please describe the outstanding performance of the Student Activity Unit. (Summary of S.A.U. administration, management achievement, masterpiece)**

This image shows a full page of white paper with horizontal blue ruling lines. The lines are evenly spaced and run across the width of the page. There are two thicker black horizontal lines that divide the page into three main sections: a top section, a middle section, and a bottom section. The top section contains five lines, the middle section contains five lines, and the bottom section contains five lines. The overall appearance is that of a standard notebook or a template for writing.

**5. (For Applicant) Describe an implementation of quality assurance process to student activity unit.**

## Plan (Planning stage)

[illegible]

## Do (Implementation stage)

---

---

---

---

---

---

---

---

---

---

**Check (Evaluation stage)**

---

---

---

---

---

---

---

---

---

---

**Act (Improvement plan stage)**

---

---

---

---

---

---

---

---

---

---

Signature \_\_\_\_\_ (Recommender)  
( \_\_\_\_\_ )

Position \_\_\_\_\_

From \_\_\_\_\_

Contact No. \_\_\_\_\_

**Required documents:**

• **Printed**

1. Application Form
2. One Year Plan and Budget Report (OYPB)
3. Annual Report (AR)
4. Name list of committee and staff
5. Copies of document related to the achievement e.g. certificate
6. Related pictures

• **CD**

1. High quality of Photo file at least 4 – 5 pictures.
2. VDO presentation (not longer than 2 minutes) that consist of SAUs' structure, SAUs' high-light, achievement or masterpiece
3. PDF files of all related documents

**Place for Submission:**

Center for Student Leadership and Experiential Learning (CSLEL) office, the ground floor of King David Resident Hall

Tel. 02-723-2222 Ext. 7292

**\*\*\*All applicants must submit the required documents at CSLEL office and in case of any correction, please notify us by sending email to [sa.cslel@au.edu](mailto:sa.cslel@au.edu)\*\*\***