**FABE Graduate Leadership and Service Award**

**Award:**

One award will be given to a deserving graduate student. **The awardee will receive a plaque**. The award will be presented at the FABE Departmental Banquet, held in April.

**Eligibility:**

Any graduate student advised by a faculty member in Food Agricultural and Biological Engineering Department. This is a one-time award. Students who have received this award previously are not eligible for another consideration.

**Application Deadline:**

Submit application or nomination materials by **Tuesday, March 12,** to the FABE Graduate Program Coordinator.

**Application Material:**

Application materials should be a two page maximum (single space, font 12) summary of the student’s activities in the Department (or elsewhere) that demonstrates his/her leadership and service to the FABE Graduate Program. The student can include activities for the entire time since the student started in our graduate program.

Examples of some notable activities include but are not limited to the following:

a. Graduate student recruitment and promotion of FABE programs

b. Showing hospitality and mentoring new students

c. Organizing extracurricular (social) activities

d. Helping Graduate Studies Chair and Assistant to the Graduate Studies Committee

e. Serving on committees to represent FABE Graduate Student Body

f. Serving as the FABE Delegate on the Council of Graduate Students

g. Improves communication between graduate students and others in the Department

h. Participating in student club activities (i.e. ASABE student branch activities)

i. Participating in FABE graduate activities (farewell receptions, graduate seminar, etc.)

j. Participating in departmental, university, or professional organizations to provide service to the FABE Graduate Program.

The student is invited, but not required, to include a paragraph on ideas to improve the graduate program and the interaction of graduate students with others in the Department.

**Selection Process**

The Graduate Program Coordinator will provide submitted application materials to the president of the Graduate Student Organization. Graduate students advised by a FABE faculty member are eligible to vote to select the awardee and the voting process will be managed by the “president” of the Graduate Student Organization, or another officer designated by the president. The president will give the results of the vote to the Graduate Program Coordinator by **March 19**.