

**Virginia College Advising Corps  
(formerly The College Guide Program)  
2012-2014 Application**

**Part 1. Applicant Information**

Applicant: \_\_\_\_\_  
Last Name First Name Middle Initial

Current Address: \_\_\_\_\_  
Street Apt City State Zip

Current Telephone: ( ) \_\_\_\_\_ - \_\_\_\_\_

Current E-mail Address: \_\_\_\_\_

Permanent Address: \_\_\_\_\_  
Street Apt City State Zip

Permanent Telephone: ( ) \_\_\_\_\_ - \_\_\_\_\_

Permanent E-mail Address: \_\_\_\_\_

Year of Graduation: \_\_\_\_\_ Overall GPA: \_\_\_\_\_

Declared Major(s), Minor (s) and Advisors: \_\_\_\_\_

Your High School and Location: \_\_\_\_\_ Year of Graduation: \_\_\_\_\_

How did you hear about the program? \_\_\_\_\_

**Part 2. Resume**

Submit a resume.

**Part 3. Essay**

Prepare and attach a statement that clearly and creatively answers the questions below. Statement should be no longer than two pages, double-spaced.

- Why are you interested in participating in the Virginia College Advising Corps?
- What would make you an effective College Adviser?
- How do you perceive this experience will benefit you personally and professionally?

**Part 4. References**

Submit two references, signed and sealed.

**Part 5. Statement of Affirmation**

On my honor as a student at the University of Virginia, I hereby certify that I have provided accurate information on this application. I understand that UVa faculty and staff, in considering me for a position, will review my application and supporting documents. I hereby authorize and consent to that review.

\_\_\_\_\_  
*Signature of Applicant*

\_\_\_\_\_  
*Date*

**Virginia College Advising Corps  
2012-2014  
Application Checklist and Important Dates**

***Part 1. Application Checklist***

Please use the following checklist to ensure that your application is complete. Incomplete applications will not be considered. Please refer to [www.virginia.edu/vcac](http://www.virginia.edu/vcac) for eligibility criteria.

- Application form *completed and signed*
- Resume *attached*
- An essay no longer than two pages, double-spaced
- Two (2) references, signed and sealed

***Part 2. Important Dates***

**February 10, 2012:** Completed application materials are due. They should be submitted in **one** packet to:

Virginia College Advising Corps  
2400 Old Ivy Road, Room 188  
Charlottesville, VA 22903

**February 16-17, 2012:** If selected for an interview, you will be interviewed by the Selection Committee on Grounds.

**Late February:** If selected for the program, you will interview with the on-site coordinator and school administration of your tentative placement.

**March:** Placements confirmed and offers signed. You will receive information regarding summer training.

**June 18 – July 27, 2012:** Summer Training.

Thank you for your interest in the Virginia College Advising Corps. Should you have any questions, please contact Cathy Ames, Program Coordinator, at [cma8b@virginia.edu](mailto:cma8b@virginia.edu) or 434.924.6031.