The more enthusiastic and personal an application/nomination is, the more the judges will respond to it! Proof reading is important, but don’t leave out your personality, formatting, and photos!

DELEGATE
Within your executive board, make sure you know who is applying for awards to ensure you are not duplicating work. Work smarter together as a team and review each other’s work.

LETTERS OF SUPPORT
Pick authors for these letters that can provide original insight on the chapter, event, or individual nominee. Best practice is at least two weeks of notice for someone to write one!

SUPPLEMENTAL DOCUMENTS
Photos, videos, flyers, outcomes, attendance records, other awards and recognitions, or even news articles are all great items to attach for judges to gain a better insight!

PROVIDE SOME BACKGROUND
Judges come from all over campus, so do not assume that they know the context for your application/nomination. Be sure to add as much detail as possible to explain context and show impact!

FOLLOW THE CRITERIA
Good applications/nominations follow the criteria of the award. Before you submit, make sure you are answering the questions being asked. Get someone else to proofread!

SUBMIT SOMETHING
Many people do not submit something because they do not think they can win. Be confident and submit something! If an award does not have qualified submissions, it does not get awarded that year.

ASK FOR HELP
Proofreading, collecting materials, searching for photos, asking for a letter of support... ask for help! Your executive boards, members, and advisors all want to be recognized for your hard work!

ASK QUESTIONS
OSFL is here to help! Your council advisor or chapter coach can guide you through the application/nomination process. OSFL staff members typically only write one letter of support per award.

HAVE FUN
The more enthusiastic and personal an application/nomination is, the more the judges will respond to it! Proof reading is important, but don’t leave out your personality, formatting, and photos!