College of Liberal Arts (COLA)
Professional Mentoring Program
Mentee Application   Academic Year 2019-20

Thank you for your interest in the COLA Professional Mentoring Program. Please submit your completed application to:

College of Liberal Arts   **cola-mentoring@wright.edu**
163 Millett Hall   937-775-2575
Dayton, OH 45435-0001   937-775-2181 (FAX)

The COLA Professional Mentoring Program links sophomore, junior and senior liberal arts students with mentors who will assist them in making the transition from their college experience into the professional world. As a mentee, you will have the opportunity to learn from an experienced current or retired business professional who will offer you valuable insight and knowledge about what to expect as you enter the workforce. This one-on-one mentoring relationship will allow for individual attention to your career aspirations, professional development, and networking needs. Focus areas are not limited to but could include job shadowing, invitation to networking events, elevator speech and interview preparation, resume and cover letter review, business etiquette, and social media/personal branding. Please note that mentors are not expected to offer job/internship opportunities for their mentees.

Application Requirements:

- Be an undergraduate, degree-seeking student in the College of Liberal Arts as of the Fall 2019 semester.
- Have a minimum cumulative 2.75 GPA at the end of the Spring 2019 semester.
- Be available to participate in the program during the Fall 2019 semester or the entire academic semester, Fall 2019 through Spring 2020.

Mentee Responsibilities

- Participate in a mentee orientation.
- Contact your mentor once you receive his/her information from the program coordinator. **It is your responsibility to make this first contact.**
- Communicate with your mentor at least twice per semester at mutually convenient times. Face-to-face interactions are strongly encouraged but other touch points can include calls, emails, texts, and social media messages.
- Respond to your mentor's emails and messages within two business days.
- Arrive on time to any meetings.
- Be open and listen to constructive feedback.
- Maintain confidentiality whenever appropriate.
- Notify the program coordinator of concerns about the development of the relationship.
- Provide feedback on the program at the end of the semester.

_____

First and Last Name   UID   Preferred Contact Phone Number   ☐ Cell ☐ Home

_____

Gender Identity   Preferred Name   Preferred Pronouns (she/her, he/his, they/their)

_____

Street Address   City   State/Zip   Preferred Email Address

_____

Major   Minor   GPA (as of end of Fall semester)   Expected Graduation (month/year)

Contact Preference: ☐ Email ☐ Phone ☐ Text ☐ No preference ☐ Other_____

Semester meeting availability (check all that apply):   ☐ Morning ☐ Afternoon ☐ Evening ☐ Mon.-Fri. ☐ Weekend

I learned about this mentoring program from: _____

I have access to my own transportation: ☐ Yes ☐ No

I would like to participate in this program during: ☐ Fall 2019 Semester only ☐ Fall 2019 and Spring 2020 Semesters

What extracurricular activities are you involved in at Wright State or in your community?

What work experience do you already have?

What are some of the career paths that most interest you?

Why do you want to be a mentee in this program? What do you hope to gain from this experience?

Is there anything special we should consider when assigning you a mentor?

Academic Reference from Wright State (i.e., Department Chair, Professor, Advisor, etc.)

Name	Title	Department/Program

Preferred Contact Phone Number	Email Address