

College of Liberal Arts (COLA) Professional Mentoring Program Mentee Application

COLLEGE OF LIBERAL ARTS

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

College of Liberal Arts liberal arts@wright.edu

163 Millett Hall 937-775-2225

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 previous Fall semester.
- Have a minimum cumulative 2.75 GPA at the end of the previous Spring semester.
- Be available to participate in the program during the upcoming Fall semester or the entire upcoming academic semester, Fall through Spring.

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	Pre	ferred Contact Pho	one Number Cell Home	
Gender Identity	Preferred N	Name	Preferred Pro	nouns (she/her, he/his, they/their)	
Street Address	City		State/Zip	Preferred Email Address	
Major	Minor	GPA (as of end of	of Fall semester)	Expected Graduation (month/year)	
Contact Preference: Em	ail Phone Text	No preference	Other		
Semester meeting availability (check all that apply): Morning Afternoon Evening MonFri. Weekend					
I learned about this mentoring program from:					
I have access to my own train	nsportation: Yes	No			
I would like to participate in	this program during:	Fall Semester	Fa	ll and Spring Semesters	

W <u>hat extra</u> curricular activiti	es are you involved in at Wright	State or in your community?
What work experience do you	already have?	
What are some of the career	noths that most interest you?	
What are some of the career	patns that most interest you:	
Why do you want to be a mor	atoo in this program? What do w	ou hope to gain from this experience?
viny do you want to be a mer	The man program. What do yo	ou nope to gain from this experience.
- a - a		
Is there anything special we s	should consider when assigning yo	ou a mentor?
Academic Reference from	Wright State (i.e., Department C	hair, Professor, Advisor, etc.)
Name	Title	Department/Program