Overview of RA Application and Selection Process

Eligibility
Students eligible for the RA position must be full-time, undergraduate students. All applicants must have a minimum cumulative 2.50 GPA and be in good disciplinary standing. Students currently on disciplinary probation are not eligible to apply until the conclusion of probation. Candidates with on campus living are preferred but not required. Students planning to study abroad will only be eligible if they can participate in fall training.

Each applicant is strongly encouraged to speak with the Financial Aid Office to determine the effect of the RA position on his/her financial aid package PRIOR to submitting the completed application.

Benefits
RAs are employees of the College and will receive an RA Grant equaling approximately 75% of the room and board cost. Based on room availability, RAs will have a single room with bath.

Application
The application consists of a demographic and reference coversheet, cover letter, resume, and 2 references (one must include a written Letter of Recommendation).

The cover letter should address the following areas:
✓ What is the position you are applying for?
✓ Why are you interested in becoming a Resident Assistant?
✓ How did you hear about the position?
✓ What qualities do you possess which make you a good RA candidate? Do you have any relevant experience? If yes, please describe this experience.
✓ What interest and/or experience with issues of diversity would you bring to the position, to the staff, and to the students with whom you live?
✓ Describe what level of responsibility you believe an RA should have to serve as a role model and/or student leader.

References
✓ One reference form must be completed along with a Letter of Recommendation from a CHC Residence Life, Administrator, Faculty, or Staff member.
✓ A second reference form must be completed by either another CHC staff person or someone not affiliated with CHC (i.e former employer, coach, teacher, etc.).

Information Sessions
There will be five information sessions on campus to briefly review the RA position, benefits, and selection process. Attendance at one of the information sessions is required for any potential RA candidates.

Group Process/Interview Day
Once the application and references are received, the Office of Residence Life will confirm each candidate’s invitation to the Group Process/Interview Day. During this event, candidates will be interviewed and evaluated by participating in individual and group activities.