



STOOGI APPLICATION FORM

MAKE SURE YOU HAVE READ THE RULES & GUIDELINES at the back of this application form CAREFULLY

PERSONAL INFORMATION

NAME		SURNAME		STUDENT NO	
GENDER		AGE		YEAR OF STUDY	
GRAHAMSTOWN ADDRESS	<i>Residence <u>or</u> Street No, Street, Suburb</i>				
HOME ADDRESS	<i>Street No, Street, Suburb, City / Town</i>				
CELL NO	0	LANDLINE NO	046	ALTERNATE NO	
E-MAIL ADDRESS					

OBJECTIVE & MOTIVATION

Why are you applying to be a Stooogi?

Reviewing **your** schooling: What were the most significant aspects of your schooling that developed **you** the most and why?

Please detail the skills, attitudes & values you have developed at university or in the workplace and how they will be of benefit to **your** Stooogi?

GAP YEAR(S) e.g. Post-matric study, work, travel, or anything else between school and university

If you took one or more years off between school and university, indicate Why? What you did? What did you gain from it e.g. insights, experience, study and career direction

SCHOOLING

Name(s) and Years of Senior School(s) attended:

SCHOOL	YEAR	to YEAR

MATRIC or 'A' LEVEL SUBJECTS	PERCENTAGE	JUNE	NOV

EXTRAMURAL ACTIVITIES AT SCHOOL (e.g. Cultural, Societies, Religious, Sport, Leadership Positions, etc. during your senior school years - at school, in your community, etc.). Please list **all** your activities and achievements).

CULTURAL
SOCIETIES
RELIGIOUS
SPORT
LEADERSHIP
OTHER

UNIVERSITY ACADEMIC RECORD (Official transcript will be required if you are shortlisted)

INSTITUTION	Rhodes University	COURSE	BA, BComm, BSc	YEAR	
SEMESTER 1 SUBJECTS	%	SEMESTER 2 SUBJECTS		%	

INSTITUTION	Rhodes University	COURSE	BA, BComm, BSc	YEAR	
SEMESTER 1 SUBJECTS	%	SEMESTER 2 SUBJECTS		%	

INSTITUTION	Rhodes University	COURSE	BA, BComm, BSc	YEAR	
SEMESTER 1 SUBJECTS	%	SEMESTER 2 SUBJECTS		%	

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GENERAL QUESTIONS

What particular contribution (Sport, Cultural, Music, Drama, Clubs, Skill, Other, etc.) are you able & willing to make (Please be specific)

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What commitments do you have which may clash with your Stooging duties (Academic, Sporting, Cultural, Clubs, Social, etc.)?

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What can you contribute, as a Stooge, to a Learner's education & schooling?

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What makes for good School & Hostel discipline and what will be your approach to discipline as a Stooge?

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Any other information (including computer competence) Give a detailed account of your interests and hobbies.

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What School & especially Hostel environment makes for and cultivates a successful and positive academic environment to encourage Academic learning and how can Stooges help facilitate this?

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REFEREES

(House Warden, Previous employer, Lecturer, Church Leader, Head of Organisation etc. Provide at least 2 referees)

NAME	
DESIGNATION	
E-MAIL	
TEL NO	

NAME	
DESIGNATION	
E-MAIL	
TEL NO	

NAME	
DESIGNATION	
E-MAIL	
TEL NO	

AGREEMENT:

In making this application I understand the obligations, time commitment *throughout* the whole year, responsibilities & duties of a Stooage:

SIGNED: _____ **PRINT INITIALS & NAME:** _____ **DATE:** _____

If you are shortlisted, you will need to print this form out, sign it and take it with to your interview.

NB: GENERAL RULES & GUIDELINES

Student Tutors ('Stooges') are employed by a number of local Grahamstown schools where they are required to perform a variety of duties in exchange for board and lodging. Each school has different requirements, arrangements and responsibilities which need to be thoroughly understood before applying for and accepting any Stooging post you may be offered.

Make sure that:

1. You have researched and understand the full demands of the Stooging post you are applying for and that your university commitments won't prevent you from fulfilling your Stooging duties responsibly and effectively (e.g. Your academic studies, practicals / lectures, Clubs & Societies, your sport and social life, etc.)
2. You understand the time commitment required to be a Stooage, including the fact that you will have to return to Grahamstown in early January, leave in mid-December at the end of the year and that the school and university terms may not coincide and thus you may have to remain in Grahamstown during the University vacations.
3. You are prepared to live and work within the ethos and rules of the school in which you stooage.
4. Your application is complete upon emailing it to the person concerned. It needs to contain: A short Covering Letter; This application form; A concise 3 page CV; An academic transcript and 2 letters of reference. If you are in residence, there is also a Wardens Report Form which you will need to ask your Warden to complete and email directly to the Stooage Coordinator at the relevant School.
5. Your Warden has sent the Warden's Report Form directly to the Stooage Coordinator concerned with the correct Subject line: "Stooage Application 2013: + (Your name)"
6. You neaten up this form by moving the headings of the subsections to new pages where necessary

Please note:

- Do not attempt to alter information on reference letters, Academic Transcripts etc. If you are short listed you will need to supply original documents to the school concerned or have your referees email the Stooage Coordinator directly. If you are found to be providing fraudulent information this will have serious implications for you and your university career.
- Closing dates for Stooage Applications will be posted on the Career Centre Web Pages
- **NB** Sign the form and initial each page. Keep copies of your completed Stooage Application - these will be needed if you are invited to an interview

STOOGING RESPONSIBILITIES GENERALLY COVER THE FOLLOWING

- **Hostel Supervision:** Assisting the Hostel Supervisor, Teachers, Matrons & Prefects in the efficient running of the Hostel.
- **Boarder Care:** Promoting Learner wellbeing (academic, social, personal, sport, cultural, etc.)
- **Liaison:** Stooges must ensure open channels of communication between all parties at all times (Parents, teachers, etc.)
- **Mediation:** Stooges must address any conflict within the Hostel or other activities in which they are involved.
- **Discipline:** Stooges are required to uphold, apply and take relevant and prescribed disciplinary action when School & Hostel rules are transgressed.
- **Administration:** Stooges assist Hostel personnel with the administrative procedures involved in running a school Hostel.
- **Safety & Security:** Learner security and safety must be promoted at all times with care, forethought & vigilance.
- **Academic & Extramural:** Stooges are assigned various tasks, according to their abilities, to perform throughout the year.
- **Duties:** Stooges are expected to perform duties assigned to them with respect, responsibility, dedication and enthusiasm.
- **Contribute:** Stooges are expected 'to add value' by identifying with & supporting their schools' full educational programme.