



HIGH SCHOOL ASB APPLICANT 2025-2026

UNIVERSITY PREPARATORY

13853 SENECA ROAD, VICTORVILLE, CA 92392, (760) 243-5940

High School ASB
Member Application
Due

04/16/2025

ONLY COMPLETED, ACCURATE APPLICATIONS WILL BE ACCEPTED. NO LATE APPLICATIONS, NO EXCUSES.
COMPLETE THE APPLICATION LEGIBLY IN PEN/INK ONLY. ALL APPLICANTS WILL BE
INTERVIEWED ONCE THEIR APPLICATION IS REVIEWED.

CIRCLE ONE: NEW ASB APPLICANT

RETURNING ASB

APPLICANT NAME: _____

PHONE NUMBER: _____

EMAIL: _____

CURRENT GRADE/ ID NUMBER: _____



APPLICATION VERIFICATION INFORMATION: You must get verification of your behavior, attendance, and academic performance BEFORE you submit your application. Remember to budget time for signatures in case the office is busy. **Return completed application to Ms. Jolie.** ASK ADULTS POLITELY; EXPLAIN WHAT YOU NEED, AND ALWAYS SAY "PLEASE" AND "THANK YOU."

OFFICE USE ONLY

STAFF SIGNATURE	DISCIPLINE CONCERNS (IF ANY)
STAFF SIGNATURE	GPA NONWEIGHTED

You must have a 3.0 non-weighted GPA in the 1st semester and No D's or F's for the current school year

Students must maintain 95% attendance throughout the school year and no more than 7 tardies

STAFF SIGNATURE	TRUANCIES #	TARDIES #

ASB EXPECTATIONS AND DUTIES

THANK YOU FOR CONSIDERING APPLYING TO ASB

All students seeking to be in ASB should be fully aware of the responsibilities they will be accepting if selected. As an ASB member, you will be required to spend hours in meetings and planning for school events. Many of the activities sponsored by ASB during the year will also require a commitment of time and devotion from all members. If you have already committed to other extracurricular activities, please understand that your commitment to ASB will come first and second after your schoolwork. This is not a job to be taken lightly but the personal rewards are tremendous.

As an ASB member, you will have the opportunity to create a better school spirit/environment. As a school leader, your opinions will be requested on many issues and in the decision-making process. You will have the ear of the ASB Advisor and Ms. Hatcher on many of the issues that come up throughout the school year.

As a member of ASB, your duties will include but are not limited to:

1. To attend ASB events including End of Summer Splash, Fall Festival, Homecoming, Winter Formal, and any other ASB sponsored events.
2. To be enrolled in the Leadership Class at University Preparatory School for both academic semesters.
3. To maintain consistent attendance at student-run Executive Meetings.
4. To abstain from alcohol and drug use.
5. To maintain a minimum of a non-weighted 3.0 GPA and follow the school's attendance policy.
6. To maintain a 95% attendance throughout the school year, and no more than 7 tardies.
7. All ASB members must attend one summer work week (there will be two offered).
8. Have no major discipline issues
9. To assist with donations as needed and as possible.
10. No inappropriate use of SOCIAL MEDIA.

Responsibilities of Office:

1. I understand that enrollment and attendance in ASB class is mandatory
2. I understand that it is my responsibility to work on my tasks during the class period.
3. I understand that I must attend/work all ASB events including assemblies, dances, athletic events, etc.
4. I understand that the ASB President and the ASB Advisor will assign tasks that I will be expected to complete.

Violations of any of the stated expectations, duties, and responsibilities may result in removal from ASB. Removal from office is determined by the Activities Director and the Executive council.

***Failure to fulfill the obligations above will result in the immediate removal from ASB. Please, remember this when applying for a position. You will be expected to honor your word and the agreement above. If you cannot uphold the agreements above, please do not apply for ASB. ***

ASB students are expected to be in attendance and assist with ASB sponsored activities. Conflicts must be documented when requested, prior to activities.

There will be many hours spent behind the scenes with no one watching and no one cheering. Sometimes being an ASB member is a difficult position. To be successful in this position, you must be open to new ideas and have a dedication to creating positive school changes. You must have the strength and courage to stand by your convictions.

YOU WILL BE CONTACTED BY LETTER, DURING SCHOOL, WHICH WILL BE DELIVERED TO YOU REGARDING YOUR INTERVIEW DATE AND TIME. FAILURE TO BE PRESENT AT THE INTERVIEW WITHOUT A REASONABLE EXCUSE WILL RESULT IN IMMEDIATE DISQUALIFICATION OF ACCEPTANCE INTO ASB.

If you have any questions, contact Ms. Espino bespinojimenez@vvuhdsd.org

HIGH SCHOOL ASB MEMBER APPLICATION QUESTIONNAIRE FORM

PART 1: Please circle the appropriate answer that pertains to you. Please answer with honesty and integrity. There is no right or wrong answer.

1. HOW FAMILIAR ARE YOU WITH ASB PAPERWORK?

NOT AT ALL

SOMEWHAT

COMFORTABLE

VERY FAMILIAR

2. DO YOU ENJOY SPEAKING IN FRONT OF CROWDS?

NOT AT ALL

SOMEWHAT

I AM COMFORTABLE WITH IT

YES, VERY MUCH

PART 2: (Please note: IF YOU ARE FILLING OUT AN EXECUTIVE OFFICER ASB APPLICATION DO NOT ANSWER QUESTION 1-3 ON THIS FORM) Free Response Questions: Answer the four following prompts on a separate TYPED sheet of paper stapled to the rest of your application packet. Each response must be a MINIMUM OF 50 WORDS and MAXIMUM 150 in a 12pt "Times New Roman" font. Your answers should be thoughtful, meaningful, and truthful. (If ChatGPT or any other AI source is used to help complete your responses you will be automatically disqualified)

1. Why are you running for this position? If elected, what do you intend to accomplish for your class and student body? What does ASB mean to you?
2. Who would you follow (in terms of a leadership role) and why? What are important qualities a leader should have?
3. What is one value that you hold and why is it important to you? What is a quote you stand by?

4. ONLY RETURNING ASB MEMBERS: Clearly describe and explain how you enhanced and impacted your ASB when you served. State the school year you served and in what capacity.

PART 3: Application Statement - Write out the following statement in your own handwriting on the lines provided below. Complete the form with your signature and your parent/guardian's signature.

“AS A CANDIDATE AND/OR MEMBER OF ASB AT UP, I WILL ABIDE BY THE STUDENT CODE OF CONDUCT, AND ACADEMIC HONESTY CODE, AND DISPLAY EXCELLENT, APPROPRIATE BEHAVIOR AT ALL TIMES ON AND OFF CAMPUS SCHOOL EVENTS FOR THE ENTIRETY OF MY TIME WITH ASB OR FACE IMMEDIATE REMOVAL FROM ASB”

STUDENT NAME (PRINT): _____

STUDENT SIGNATURE: _____ **DATE:** _____

PARENT NAME (PRINT): _____

PARENT SIGNATURE: _____ **DATE:** _____

UNIVERSITY PREPARATORY SCHOOL ASB APPLICATION

2024-2025 TEACHER RECOMMENDATION

****2 TEACHER RECOMMENDATIONS REQUIRED****

STUDENT'S NAME _____

TEACHER'S NAME _____

TEACHERS: PLEASE RETURN THIS FORM DIRECTLY OR EMAIL TO MS. JOLIE UPON COMPLETION

The student listed above is applying for ASB. These evaluations will be kept confidential. Please evaluate the student listed above as to his/her leadership abilities in these areas (on a scale from 1 to 10) using the following guide: 1 = lowest, 10 = highest.

1. **MATURITY LEVEL** _____

2. **RESPONSIBILITY** _____

3. **ENTHUSIASM** _____

4. **PROMPTNESS** _____

5. **INITIATIVE** _____

6. **IN-CLASS LEADERSHIP** _____

7. **OVERALL BEHAVIOR** _____

Why do you believe this student would be a good candidate for ASB at UP?

EMAIL MS. ESPINO (bespinojimenez@vvuhsd.org) IF THERE IS ANY REASON THAT THIS STUDENT SHOULD NOT BE CONSIDERED FOR ASB.

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Dear Parent:

Your son/daughter is applying for a position on University Prep High School's Associated Student Body/Student Government. If appointed, he/she will be working hard to plan and to put on numerous student body activities throughout the upcoming year, which will require extensive before and after school hours. While it is an honor to be in ASB, your son/daughter will need to put in a tremendous amount of time. Due to the amount of time and costs associated with being a part of ASB, we require parental approval. Upon signing this form, you are acknowledging that you have read this entire packet and that you understand the time commitment and costs that are necessary for your son/daughter to apply for a position on ASB. You are also acknowledging that you have read the ASB application in its entirety.

Applicant Signature: _____ **Date:** _____ **Parent Signature:**

_____ **Date:** _____ **Parent Information Name:**

Email: _____

Phone: _____ **Alternate Phone:** _____