

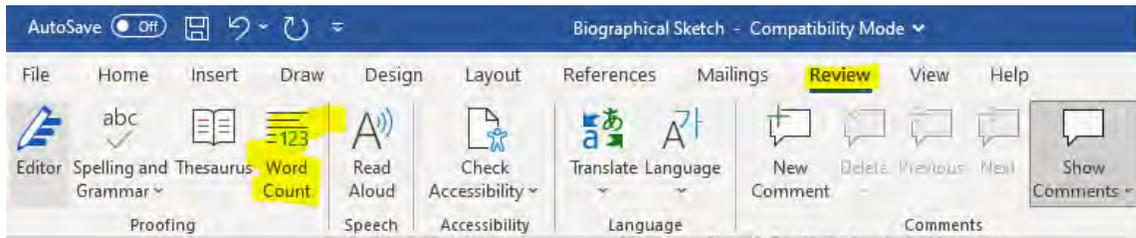


TUSKEGEE UNIVERSITY ATHLETIC HALL OF FAME Biographical Sketch Instructions

Biographical Sketch

Introduction: A professional and colorful souvenir booklet is developed and printed for each Tuskegee University Hall of Fame induction ceremony. A head and shoulders photo and biographical sketch of each inductee appear in this booklet.

Each nomination must be accompanied by a proposed biographical sketch of the nominee (Maximum **2250 characters** – spaces include). Please use the “Word Count” feature in Microsoft WORD to adhere to the maximum 2250-character count.



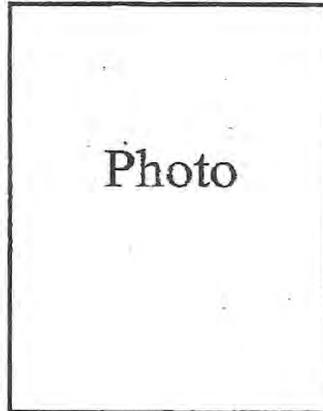
Also, the “BIO Sketch” should follow the “BIOGRAPHICAL SKETCH GUIDELINES”. If there is insufficient information to develop fully separate paragraphs per guideline, then compatible paragraphs may be combined (e.g., 2 and 3). See attached sample.

Please submit a hard copy of the proposed sketch with the nomination package. *If you are selected for induction, then a copy of the document in **Microsoft WORD format** will be required.*



TUSKEGEE UNIVERSITY ATHLETIC HALL OF FAME
Biographical Sketch Instructions

**BIOGRAPHICAL
SKETCH
GUIDELINES**



Joe Doe
Class of 1971

1. Indicate name of nominee in bold letters 14 point centered under picture
Indicate year nominee graduated in 12 point centered under picture not bolded
One space between paragraphs
2. **First paragraph** – Briefly document nominee’s biographical information, i.e., hometown at time of enrollment; date (year) enrolled; sports and positions played; years letters were earned; and athletic honors, recognitions and accomplishments, i.e.; captain of team, all-conference selections; most valuable player/outstanding player on team and in games; All-American Team, and professional experience.
One space between paragraphs
3. **Second Paragraph** – Field of study in which degree was earned and graduate education; academic achievements and involvement in campus life, e.g., years on honor roll, university scholar; member Alpha Kappa Mu National Honor society; who’s who in American colleges; sports editor for Tuskeana and the Campus Digest; member Omega Psi Phi Fraternity, Inc., and Dean of pledges; member Student-Faculty Council; earned M.S. in economics at Notre Dame University and Phd in Urban Planning at the University of Chicago.
One space between paragraphs
4. **Third Paragraph** - Professional employment and achievements; – places of employment; positions held; achievements, awards and recognitions.
One space between paragraphs
5. **Fourth Paragraph** – Community involvement and recognitions, e.g., member of Mount Olive Baptist Church and serves as deacon, Sunday School and Bible study teacher; affiliated with many community, professional and service organizations, including the urban league, NAACP and the Chamber of Commerce.
One space between paragraphs
6. **Fifth Paragraph** – Support of Tuskegee University, – e.g., member and president of Anniston – Talladega Alabama Alumni club which has sent an average annual donation of \$3,000.00 to the University for over 10 years; also a consistent individual donor, an Eminent Associate; bequeathed \$ 10,000.00 gift to the University in my will.
One space between paragraphs
7. **Sixth Paragraph** – Current residence

Attachment #2



TUSKEGEE UNIVERSITY ATHLETIC HALL OF FAME Biographical Sketch Instructions

Photo

**BIOGRAPHICAL
EXAMPLE**

Joe Doe
Class of 1971

Joe Doe, a native of Detroit, Michigan enrolled at Tuskegee University on a four-year athletic scholarship in football in 1968. A defensive end, he lettered all four years, was selected to the SLAC All Conference first defensive team three years (1968-70), and was the team's captain in 1970. Moreover, Doe was selected as Tuskegee's outstanding defensive player in the 1969 and 1970 Turkey Day Classic between Tuskegee University and Alabama State University.

As a computer Science major, Doe was a stellar performer in the classroom, making the honor roll every semester. Highly active in campus life, Doe appeared in Who's Who in American Colleges, was Sports Editor for Tusking and the Campus Digest; member of Student - Faculty council, and Omega Psi Phi Fraternity, Inc. Graduating with high honors, Doe subsequently earned a M.S. and Ed D at Auburn University and the University of Virginia, respectively.

Doe's path of excellence continued in his professional career. Commencing his career as a classroom teacher, he progressively advanced to assistant principal, principal and to his current position of assistant superintendent of the Wayne County School District, garnering making awards and recognitions along the way. Additionally, he coached highly successful football and track teams, earning five district and two state championships in football and three districts and one state championship in track. Moreover, he orchestrated the award of over 30 athletic scholarships for the athletes he coached.

Doe's is affiliated with and actively involved with many community, professional, services, social and spiritual organizations. Numbered among them are the National Teachers Association, NAACP and Omega Psi Phi Fraternity, Inc. A member of the Liberty Avenue Baptist Church, he serves on the Board of Deacons, Chairman of the Bible Study Coordinating Committee, and is a Sunday school teacher.

A strong and consistent supporter of the University, Doe is a member of the Detroit-Tuskegee club and an Eminent Associate.

Currently, John Doe and family call Detroit, Michigan home.

Attachment #2



TUSKEGEE UNIVERSITY ATHLETIC HALL OF FAME

Biographical Sketch Instructions

EXAMPLE (2245 characters with spaces – 12pt font)

Joe Doe, a native of Detroit, Michigan enrolled at Tuskegee University on a four-year athletic scholarship in football in 1968. A defensive end, he lettered all four years, was selected to the SIAC All Conference first defensive team three years (1968-70), and was the team's captain in 1970. Moreover, Doe was selected as Tuskegee's outstanding defensive player in the 1969 and 1970 Turkey Day Classic between Tuskegee University and Alabama State University.

As a computer Science major, Doe was a stellar performer in the classroom, making the honor roll every semester. Highly active in campus life, Doe appeared in Who's Who in American Colleges, was Sports Editor for Tusking and the Campus Digest; member of Student - Faculty council, and Omega Psi Phi Fraternity, Inc. Graduating with high honors. Doe subsequently earned a M.S. and Ed D at Auburn University and the University of Virginia, respectively.

Doe's path of excellence continued in his professional career. Commencing his career as a classroom teacher, he progressively advanced to assistant principal, principal and to his current position of assistant superintendent of the Wayne County School District, garnering making awards and recognitions along the way. Additionally, he coached highly successful football and track teams, earning five district and two state championships in football and three districts and one state championship in track. Moreover, he orchestrated the award of over 30 athletic scholarships for the athletes he coached.

Doe's is affiliated with and actively involved with many community, professional, services, social and spiritual organizations. Numbered among them are the National Teachers Association, NAACP and Omega Psi Phi Fraternity, Inc. A member of Liberty Avenue Baptist Church, he serves on the Board of Deacons, Chairman of the Bible Study Coordinating Committee, and is a Sunday school teacher.

Doe is a strong and consistent supporter of the Tuskegee University. Doe is also a member of the Detroit-Tuskegee Club and an Eminent Associate. Doe is a strong and consistent supporter of the Tuskegee University. Doe is a member of the Detroit-Tuskegee Club and an Eminent Associate

Doe currently resides in Detroit, MI with his family.