

<Date>

Dear <Student Name>,

Congratulations! <Faculty or Staff Member's Name> has nominated you as a potential Student Orientation, Advisement & Registration (SOAR) leader for <Current Year>. As a result of this nomination, we are sending you this message as a personal invitation to attend our upcoming SOAR leader information sessions.

The SOAR program welcomes new students as they begin their academic career at Missouri State University. SOAR leaders play a vital role in preparing incoming freshmen to become successful students. Because of the immense responsibility given to SOAR leaders and the excellence they seek to achieve, they are often regarded by Missouri State's faculty, staff, and administration as the best and brightest on campus. It means a lot that you were nominated!

We hope that you will accept our invitation and join us at one of the following information sessions:

<Date>

<Time>

<Location>

Other requirements and additional information will be provided to you at these SOAR leader information sessions. If you cannot attend either of these information sessions, please visit www.missouristate.edu/soar/applyforsoar.htm for this information, as well as details concerning the SOAR leader application process.

Once again, congratulations on being nominated. We hold these nominations in high regard and look forward to meeting you. If you have any questions, call us at 836-7641, email us at SOAR@missouristate.edu, or stop by the SOAR office at Plaster Student Union 417.

Best regards,

Joe Morris

Director of Student Orientation, Advisement & Registration (SOAR)