GRAMMY U® REPRESENTATIVE APPLICATION

A first break can completely change a young professional’s career. The Recording Academy’s GRAMMY U® program is one of the best ways to gain the experience, contacts, and expertise to begin a career in music, the program provides college students with an inside look into the recording industry and the necessary foundation for professional development.

As a GRAMMY U representative, you'll act as the leader of your community and liaison to your peers.

GRAMMY U representatives learn a variety of skills geared toward familiarizing themselves with all facets of the music industry, including programming, nonprofit campaigns, brand marketing, event planning, finance, and industry relations.

REQUIREMENTS

- Current enrollment at a university. One year of course work toward a degree in a music-related field is preferred.
- A passion for music and a desire to start a career in the recording industry.
- Strong verbal, written, and analytical skills.
- Proficient computer skills.
- Sophomore or junior standing at your university.

REPRESENTATIVE DESCRIPTION

- Duration: One full school year.
- Part-time (20 hours a week).
- Most work will occur during regular business hours; however, some evening and weekend work may be required.

ABOUT US

The Recording Academy represents the voices of performers, songwriters, producers, engineers, and all music professionals. Dedicated to ensuring the recording arts remain a thriving part of our shared cultural heritage, the Academy honors music's history while investing in its future through the GRAMMY Museum®, advocates on behalf of music creators, supports music people in times of need through MusiCares®, and celebrates artistic excellence through the GRAMMY Awards®—music's only peer-recognized accolade and highest achievement. As the world's leading society of music professionals, we work year-round to foster a more inspiring world for creators.
CHAPTER OFFICES

ATLANTA CHAPTER
Attn: Executive Director
2451 Cumberland Pkwy, Ste. 3452
Atlanta, GA 30339
Phone: 404.816.1380
Fax: 310.998.2656
atlanta@grammy.com

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Fax: 310.998.2641
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Fax: 310.998.2658
florida@grammy.com

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Fax: 310.998.2663
texas@grammy.com

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Phone: 310.392.3777
Fax: 310.392.2306
losangeles@grammy.com

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505 Broadway E., Suite 150
Seattle, WA 98102
Phone: 206.834.1000
Fax: 310.998.2661
pacificnw@grammy.com

WASHINGTON D.C. CHAPTER
Attn: Executive Director
211 E. Lombard St., Suite 259
Baltimore, MD 21202
Phone: 202.662.1341
Fax: 310.998.2655
washingtondc@grammy.com
APPLICATION FORM
Please fill out this application in full (remember to sign and date the last page) and mail it to the location where you would like to apply. See page two for a list of regional locations.

GENERAL INFORMATION (Please type or print in ink)

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<th>MAJOR</th>
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<th>ARE YOU 18 YEARS OR OLDER?</th>
<th>SOCIAL SECURITY NUMBER</th>
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<th>ARE YOU A U.S. CITIZEN OR AN ALIEN AUTHORIZED TO WORK IN THE U.S.?</th>
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EDUCATION

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<tr>
<th>SCHOOL LEVEL</th>
<th>NAME &amp; LOCATION OF SCHOOL</th>
<th>DATES OF ATTENDANCE</th>
<th>DID YOU GRADUATE?</th>
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MISCELLANEOUS

DESIRED RESPONSIBILITIES___________________________________________________________

DATE YOU ARE AVAILABLE TO START___________________________________________________

ARE YOU ELIGIBLE TO RECEIVE SCHOOL CREDIT? YES ☐ NO ☐

ARE YOU AVAILABLE TO WORK 20 HOURS A WEEK? YES ☐ NO ☐

IF REQUESTED, ARE YOU AVAILABLE TO WORK (check as many that would apply)
☐ WEEKENDS ☐ DAY TIME ☐ EVENINGS ☐ OVERTIME

AREAS OF SPECIAL INTEREST OR STUDY________________________________________________

CURRENT ACTIVITIES AND CLUBS THAT I AM ACTIVELY INVOLVED IN ON CAMPUS OR IN THE COMMUNITY

____________________________________________________________________________________

___________________________________________________________________________________

_______________________________________________

____________________________________________________________________________________

____________________________________________________________________________________

AWARDS OR RECOGNITION___________________________________________________________

LEADERSHIP POSITIONS I'VE HELD_____________________________________________________

MY EXPERIENCE ORGANIZING EVENTS INCLUDES__________________________________________

PERFORMANCE AND JOB-RELATED FUNCTIONS

ARE YOU ABLE TO PERFORM THE ESSENTIAL FUNCTIONS OF THE JOB FOR WHICH YOU ARE APPLYING? YES ☐ NO ☐

IS THERE ANY REASON WHY YOU WOULD NOT BE ABLE TO FULLY CONFORM TO ALL ATTENDANCE REQUIREMENTS? YES ☐ NO ☐

IF YOU BECOME A STUDENT REPRESENTATIVE WITH THE ACADEMY DO YOU AGREE TO COMPLY WITH THE RULES, REGULATIONS AND PROCEDURES OF THE COMPANY? YES ☐ NO ☐

DO YOU TAKE ANY ILLEGAL DRUGS? YES ☐ NO ☐

IF YES, DESCRIBE FULLY:

____________________________________________________________________________________

DO YOU CONSUME ALCOHOL? YES ☐ NO ☐
IF YES, DO YOU DRINK TO THE EXTENT THAT YOU WOULD BE PREVENTED FROM PERFORMING THE ESSENTIAL FUNCTIONS OF THE POSITION FOR WHICH YOU ARE APPLYING? YES □ NO □

CRIMINAL MATTERS

Do not identify convictions for which the criminal record has been expunged, sealed or eradicated by the court, or misdemeanor convictions for which any probation has been completed and the case dismissed by the court.

HAVE YOU EVER BEEN CONVICTED OF A FELONY? YES □ NO □
Include all pleas of “guilty” or “no contest.”

HAVE YOU EVER BEEN CONVICTED OF A MISDEMEANOR WITHIN THE LAST SEVEN YEARS? YES □ NO □
Do not identify marijuana-related misdemeanor convictions occurring more than two years ago.

IF YES TO ANY OF THE ABOVE QUESTIONS, PLEASE EXPLAIN FULLY:
____________________________________________________________________________________
____________________________________________________________________________________
____________________________________________________________________________________
This information will not necessarily disqualify an applicant.

FORMER EMPLOYERS (List last two employers, starting with the most recent one.)

EMPLOYER #1

NAME & ADDRESS OF PRESENT OR LAST EMPLOYER_____________________________________
____________________________________________________________________________________
STARTING DATE ______________________ LEAVING DATE ______________________
HR./MO. STARTING SALARY ______________________ HR./MO. LEAVING SALARY ________
JOB TITLE ______________________ MAY WE CONTACT IMMEDIATE SUPERVISOR? ______
NAME & TITLE OF IMMEDIATE SUPERVISOR ____________________________________________
PHONE ______________________ HOME PHONE □ WORK PHONE □
ANOTHER SUPERVISOR OR COWORKER ____________________________________________
PHONE ______________________ HOME PHONE □ WORK PHONE □
TERMINATION WAS: VOLUNTARY □ INVOLUNTARY □
EXACT REASON(S) FOR LEAVING ______________________________________________________
____________________________________________________________________________________
____________________________________________________________________________________
EMPLOYER #2

NAME & ADDRESS OF PAST EMPLOYER_____________________________________________
____________________________________________________________________________________
STARTING DATE___________________________ LEAVING DATE___________________________
HR./MO. STARTING SALARY______________ HR./MO. LEAVING SALARY____________________
JOB TITLE___________________________ MAY WE CONTACT IMMEDIATE SUPERVISOR?_______
NAME & TITLE OF IMMEDIATE SUPERVISOR____________________________________________
PHONE_________________________________ HOME PHONE □ WORK PHONE □
ANOTHER SUPERVISOR OR COWORKER________________________________________________
PHONE_________________________________ HOME PHONE □ WORK PHONE □
TERMINATION WAS: VOLUNTARY □ INVOLUNTARY □
EXACT REASON(S) FOR LEAVING_______________________________________________________
____________________________________________________________________________________

NARRATIVE

Please answer the following questions on a separate sheet of paper and attach it to the completed
application. Each answer should be no more than 300 words.

1. What GRAMMY U events would you like to see happen on your college campus?
2. How would you increase the GRAMMY U membership numbers on your college campus?
3. What special qualities or traits can you bring to this program?

PLEASE ALSO INCLUDE IN YOUR APPLICATION TWO LETTERS OF RECOMMENDATION.
FACULTY OF YOUR SCHOOL AND EXTRACURRICULAR DIRECTORS ARE PREFERRED.
PLEASE ALSO ATTACH A CURRENT RESUME.

CHECKLIST:
☐ Completed Application
☐ Resume
☐ Two Letters of Recommendation from Faculty
☐ Narrative

I certify that the above information is true and correct. As a GRAMMY U Representative, I agree to abide
by the policies and procedures of the Recording Academy and the GRAMMY U Program. I understand
that as a GRAMMY U Representative, I am not entitled to participate in any of the benefit plans provided
by the Company, including but not limited to vacation and sick pay and/or the Company group health
plan. I acknowledge that I have received and it is my responsibility to become familiar with 1) Sexual
Confidentiality Agreement and 6) Agreement to Mediate/Arbitrate.

APPLICANT’S SIGNATURE___________________________________________________________

PRINT NAME________________________________________________________ DATE__________
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<td>Location__________________</td>
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<td>Hours per week___________</td>
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<td>Agreement to Mediate/Arbitrate</td>
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<td>Project Summary</td>
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