



Staff Advisory Senate
New Mexico Highlands University
Box 9000, Las Vegas, N.M. 87701
www.nmhu.edu

Recruit, Retain, Graduate!

Everyone, Recruit One!

**Participate in a staff-led recruiting effort! Help New Mexico Highlands University grow!
Be eligible for great prizes!**

Incentive:

Most enrolled new students – Recruit the most students who enroll and win a prize:

- First person to recruit the most will receive the offer of their choice to take a three-day paid administrative leave or \$300 in cash.
- First runner up will have the choice to take a two-day paid administrative leave or \$200 in cash.
- Second runner up will have the choice to take a one-day paid administrative leave or \$100 in cash.

This Offer is Currently Open to NMHU Staff and Faculty!

Details:

- Students must be incoming students at the following levels: undergraduate/graduate level, non-degree/degree-seeking/certificate-seeking.
- Students must be new students or returning students who have exhausted three years of non-attendance.
- Students must be admitted to NMHU between September 1, 2020 and March 1, 2021.
- For enrollment competitions: Students must register for at least one credit hour (for credit or audit) for the Fall 2020, or Spring 2021 semester.
- Full-time, part-time, temporary, and dual-role staff who are NOT in a paid recruiting position are eligible to participate.
- Interested staff or faculty must send an email from their NMHU email to RecruitOne@nmhu.edu to indicate their interest in participating. Email must include the staff member's department.
- Referrals can be documented in two ways:
 - The prospective student can use the application for admission to indicate that he or she was referred by a staff member and indicate the staff member name. This information will be collected by the Recruit One committee.
 - The staff member can collect information about the student, and submit this information via email to RecruitOne@nmhu.edu.
 - Information to Collect: Student Name, Phone Number & Email Address, Major/Program of Study, Location where student would like to attend
- Recruit One committee will review referrals, verify that students enrolled, and document staff participation.
- Recruiting materials (business cards, brochures, and application process information) are available to staff, and can be requested from the Recruitment Office.
- Drawings for prizes will be held annually for this year, depending on participation.