



INTERNATIONAL
AMBASSADOR
HANDBOOK

2024-2025

Welcome Message



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*Senior Director of International
Affairs*

Hello,

Thank you for your interest in becoming an ambassador for Texas State University (TXST). As an International Ambassador, you will play a vital role in representing TXST, supporting international students, and promoting global engagement. This handbook provides you with essential information, guidelines, and resources to help you succeed in the role as an ambassador and/or educate you more about the International Ambassador Program at TXST.

We are excited to have you join us well as your interest in the program and look forward to supporting students together in their journey to Texas State University.

Overview



The Program

The International Ambassador Program at Texas State University aims to build a welcoming, inclusive, and culturally rich campus environment. Volunteers in this program serve as ambassadors, offering support to incoming international students and assisting in their integration into the academic, social, and cultural life of TXST.

Leaders

Ambassadors are student leaders who represent the values of Texas State University on and off campus. You will share your personal experiences, offer guidance to new and current international students, and assist with university-sponsored events if needed.

Mission

Serving as mentors and guides, ambassadors contribute to the welcoming, inclusive environment that aligns with the goals of the Office of International Affairs, promoting global engagement and fostering a sense of belonging within our campus community.

Qualities of an Ambassador _____

01 Be active

You are expected to participate in each International Student Orientation to guide the new incoming international students accordingly. This will include maintaining a positive attitude as you will be working with individuals from diverse backgrounds who will be experiencing TXST for the first time!

02 Respect confidentiality

Respect the privacy and confidentiality of other students, especially regarding sensitive information shared with you. You will be expected to help answer prospective student questions and will have support from an upper level ambassador should assistance be needed.

03 Be a leader and role model

Exhibit professionalism, initiative, and a positive attitude in all your interactions. You will also be required to adhere to all TXST policies, guidelines and codes of conduct at all times.



Meet The Team



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Team Lead Ambassador

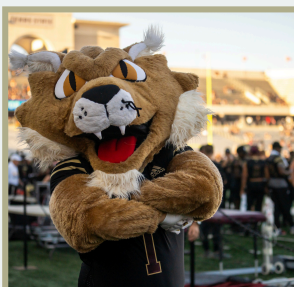
Spring 2025 applications are currently open.



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Meet The Team- Continuing



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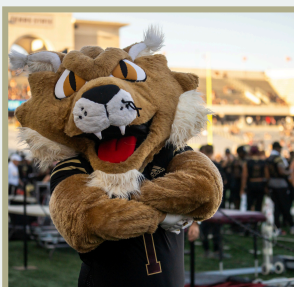
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Roles and Responsibilities

What We Expect From You

- Act as a cultural bridge: Share your experiences as an international student with incoming students, promote understanding between cultures, and encourage cross-cultural dialogue.
- Support international student orientation: Assist in welcoming and orienting new international students to the university and its campus life.
- Assist with recruitment: Participate in recruitment events, including information sessions, and outreach programs for prospective international students.
- Promote TXST globally: Represent Texas State University at events, both virtual and in-person, and share your positive experiences as an ambassador.
- Participate in cultural events (as needed): Help provide support at cultural activities, international student social events, and global engagement programs.

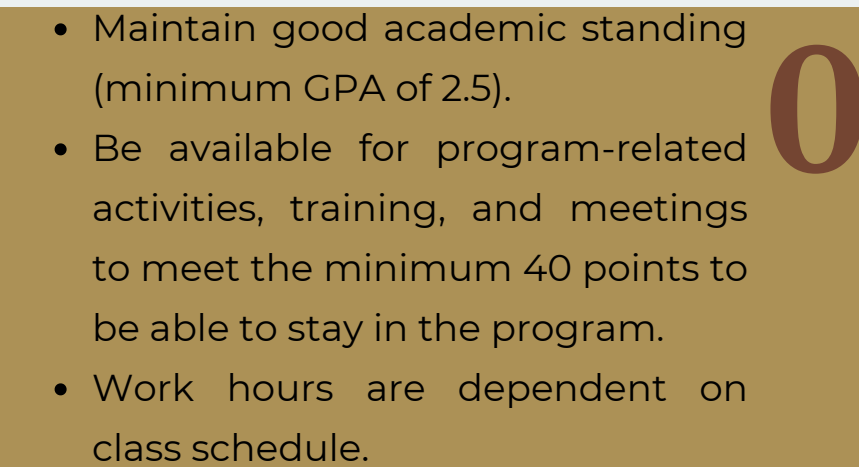


Admissions & Eligibility



01

- Be a current international student enrolled at Texas State University with at least one semester of study completed.
- Demonstrate strong communication skills and passion for helping others.



02

- Maintain good academic standing (minimum GPA of 2.5).
- Be available for program-related activities, training, and meetings to meet the minimum 40 points to be able to stay in the program.
- Work hours are dependent on class schedule.



03

- Apply via our International Ambassadors application listed on our [website](#).
- Once your application is submitted, if you are to receive an interview, you will be contacted via email.

Points System

To ensure the success of both the Ambassador and the program, a points system will be used to track the completion of tasks, participation in events, and achievement of goals. This system will help monitor progress and provide a clear structure for meeting program expectations.

Recognition levels:

- Bronze ambassador: 40-80 points
- Silver Ambassador: 61-80 points
- Gold Ambassador: 81+ points

Minimum number of points to be able to remain an active International Ambassador: 40 points per semester

- 4 points: Orientation and Training
- 5 points: Attending an international event organized by a TXST organization
- 5 points: Attending an ISSS hosted event
- 4 points: Creating an educational promotional material (flyers, graphics, videos, etc.)
- 5 points: Attend monthly meetings
- 3 points: Providing feedback on programs/event when assessed
- 15 points: Collaborating on a special group initiative and completing it

5 points are allowed to be utilized for an excused absence



Support & Benefits

Being a part of the International Ambassador Program offers numerous benefits that you may read below.



LinkedIn Recommendation

Gain valuable leadership and customer service experience. The recommendation would be provided based on the student's professional performance.



Networking

By assisting new incoming international students, you will have the opportunity to meet and connect with other students from all over the world!



T-shirt

Have a fun way to show off your school spirit and dedication to being an ambassador.



Certificate of Completion

Represent TXST at international events (if needed) and support incoming international students. This certificate would be provided if the Ambassador graduated from the program and was not dismissed nor left the program prior to graduating from the institution.

Frequently Asked Questions

How much time will I need to commit to being an ambassador?

We utilize a point system. Therefore, you will need to maintain a minimum of 40 points a semester in order to remain an International Ambassador. Please refer to earlier pages to review the points system.

What are the benefits of being an ambassador?

As an ambassador, you will receive a LinkedIn recommendation based on your professional performance, a certificate upon completing your term, and an exclusive International Ambassador t-shirt as a token of appreciation for your contributions. You will also be supporting incoming international students allowing you to create new networks.

Can I continue as an International Ambassador next year?

Yes! Your status as an International Ambassador remains active unless you choose to withdraw, fail to earn the minimum 40 points required for the semester, or your GPA falls below a 2.5, which would affect your academic standing.

Will I receive compensation for this position?

While this is a volunteer position and therefore no compensation is provided, International Ambassadors may receive exclusive benefits such as networking opportunities and recognition for their contributions.

Frequently Asked Questions-Continuing

Will volunteering for this position interfere with my immigration status if I am also working part-time on-campus?

No. Since the position does not require a work authorization, students can participate in this volunteer program without it affecting their immigration status.

Will I get to meet other International Ambassadors since the position is remote?

Yes! During the first few weeks of the semester, there will be a New Member Orientation Training that will be conducted by the Senior Director of International Affairs. This will allow you to meet all current and new Ambassadors.

Thank you for learning more about the Texas State University International Ambassador Program!

We are excited to have you as a representative of our global community and look forward to the positive impact you will make on our campus and beyond.

