ALUMNI AWARDS NOMINATION FORM

Nomination Deadline: 11:59 PM MST on December 15

Your nomination package should clearly define the achievements of the nominee. The nomination selection committee makes their selections based solely on what’s provided in the nomination package and statements of support. Therefore, it is important to submit a compelling nomination that matches achievements to the criteria of the award(s).

When drafting your nomination, please consider the following:

- Based on the award criteria, do your nominee’s qualifications and/or experience make them a strong candidate for this award?
- Please provide specific examples of your nominee’s achievements, but also ensure that the nomination package encompasses the nominee’s accomplishments on a whole, beyond a personal reflection or interaction that you had with the person.
- What sets the nominee apart from others who would not qualify for this award?
- What have they accomplished beyond their usual scope of work/study that makes them exceptional and worthy of this award?
- Do they elevate those people that they come into contact with?
- What specific impact have they had?
- Consider whether the nomination package would resonate with someone outside of the profession/specialty of the nominee.
- Target your writing toward a general audience to ensure it is understood by nomination reviewers from a variety of backgrounds.

FOIP ACKNOWLEDGEMENT

I acknowledge that the personal information included in the nomination form that I am submitting as part of an Alumni Award nomination package is collected under the authority of Section 33(c) of the Alberta Freedom of Information and Protection of Privacy (FOIP) Act. I also acknowledge that this information will be used for the purpose of administering the Alumni Award selection process, alumni engagement, and philanthropic activities at the University of Alberta.

In accordance with the FOIP Act, the contents of the nomination package (statements of support and/or other information of which they are the subject) are considered personal information of the nominee. The package may be disclosed to the nominee if they make a formal access to information request.

Questions concerning the collection, use or disposal of this information should be directed to the FOIP Liaison Officer, Office of Advancement, University of Alberta, 3-501 Enterprise Square, 10230 Jasper Avenue NW, Edmonton, AB, T5J 4P6, 780-492-7400.

[ ] I understand and acknowledge the above.

DO YOU NEED HELP COMPLETING OR SUBMITTING THIS FORM?

Email: alumni.awards@ualberta.ca
Phone: 780-492-7723

For Sports Wall of Fame nominations, please visit bearsandpandas.ca/feature/SWOF
### NOMINEE & NOMINATOR INFORMATION

#### NOMINEE #1

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HAS THIS NOMINEE PREVIOUSLY RECEIVED AN ALUMNI AWARD? IF SO, PLEASE LIST THE AWARD NAME AND YEAR.

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#### NOMINEE #2 (IF APPLICABLE)

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SUPPORTER & NOMINEE INFORMATION

SUPPORTERS
List the individuals who will provide statements of support for the nomination. Once we have received your nomination form, the supporters listed below will be sent an email notification with a link to a form where they can submit their statements of support directly to the Alumni Relations’ Awards & Recognition team.

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ABOUT THE NOMINEE(S)

Please describe your relationship to the nominee(s).
How long have you known them and in what capacity (i.e., professional/personal)? E.g., “I work at XYZ and Nominee has worked for me for seven years”; “I volunteer at ABC Organization and have worked alongside Nominee for fifteen years”; “I was a client/student/patient of Nominee for ten years.”

100 WORDS MAXIMUM
Please provide information about the nominee(s)'s background as it relates to their accomplishments

This may include:

- career—positions held including academic, professional, business, and/or volunteer roles;
- community involvement and/or leadership;
- awards or recognition received;
- connection to the University of Alberta.

200 WORDS MAXIMUM
Please outline how the nominee(s) is/are unique and exceptional.

You may address some of the following questions:

- What did the nominee(s) accomplish? Please include details as to where and when achievements or service took place, as well as any achievements outside their area of expertise.
- How are the nominee(s)’s achievements extraordinary and inspiring?
- In what way do these achievements go above and beyond what is normally expected of someone in a similar role?
- In what ways does/do the nominee(s) demonstrate how a University of Alberta education can be used to “Lead with Purpose”?
- What impact has/have the nominee(s) had on their profession, the community, society at large or the university?

400 WORDS MAXIMUM
ALUMNI AWARDS CATEGORIES

Please review the criteria for each award type to find a category best suited to your nominee(s):

DISTINGUISHED ALUMNI AWARD
The Distinguished Alumni Award is the Alumni Association’s highest honour. The Distinguished Alumni Award recognizes the outstanding lifetime accomplishments of alumni who have earned national or international regard or have had significant local impact as a result of their outstanding professional achievements and/or service to society.

ALUMNI HONOUR AWARD
Recognizes the significant achievements and contributions over a number of years by University of Alberta alumni to their profession and/or their community.

ALUMNI HORIZON AWARD
Recognizes the outstanding professional achievements and/or contributions to community of recent graduates. Nominees must be 40 years of age or younger at nomination deadline.

ALUMNI INNOVATION AWARD
Recognizes an innovative program, process or product created, implemented or discovered by a University of Alberta alumnus or group of alumni. The program, process or product has significantly impacted their profession, community, society at large or the U of A. Note: A group or team must have a membership with at least 50 per cent University of Alberta alumni to be considered for this award.

ALUMNI SERVICE AWARD
Recognizes alumni who have demonstrated an extraordinary level of commitment, dedication and volunteer service to the University of Alberta.

I AM SUBMITTING A NOMINATION FOR THE FOLLOWING AWARD(S):
You may submit nominations in more than one category.

- Distinguished Alumni Award (Maximum of 4 awarded each year)
- Alumni Honour Award (Maximum of 15 awarded each year)
- Alumni Horizon Award (Maximum of 8 awarded each year)
- Alumni Innovation Award (Maximum of 3 awarded each year)
- Alumni Service Award (Maximum of 3 awarded each year)

Please complete the following sections that apply to the award(s) that you are submitting for.
DISTINGUISHED ALUMNI AWARD

The Distinguished Alumni Award is the Alumni Association's highest honour. It recognizes the outstanding lifetime accomplishments of alumni who have earned national or international regard or have had significant local impact as a result of their outstanding professional achievements and/or service to society.

Why does/do the nominee(s) merit the Alumni Association's highest honour of a Distinguished Alumni Award?

300 WORDS MAXIMUM
AWARD SPECIFIC INFORMATION

ALUMNI HONOUR AWARD

The Alumni Honour Award recognizes the significant achievements and contributions over a number of years by University of Alberta alumni to their profession and/or their community.

Summarize the significance of the long-standing contributions the nominee(s) has/have made to their profession and/or community that would merit an Alumni Honour Award.

300 WORDS MAXIMUM
ALUMNI HORIZON AWARD

The Alumni Horizon Award recognizes the outstanding professional achievements and/or contributions to community of recent graduates. Nominees must be 40 years of age or younger at nomination deadline.

Why is /are the nominee(s) considered “one to watch” in their profession of community and therefore ideal to receive an Alumni Horizon Award?

300 WORDS MAXIMUM
ALUMNI INNOVATION AWARD

The Alumni Innovation Award recognizes an innovative program, process or product created, implemented or discovered by a University of Alberta alumnus or group of alumni. The program, process or product has significantly impacted their profession, community, society at large or the university. Note: A group or team must have a membership with at least 50 per cent U of A alumni to be considered for this award.

What is the unique value of the program, process or product for which you are nominating the person or group?

300 WORDS MAXIMUM
ALUMNI SERVICE AWARD

The Alumni Service Award recognizes alumni who have demonstrated an extraordinary level of commitment, dedication and volunteer service to the University of Alberta.

Describe the extraordinary time and talents the nominee(s) has/have dedicated to the University of Alberta as a volunteer(s).

300 WORDS MAXIMUM
SUBMISSION INSTRUCTIONS

PERSONAL INFORMATION
The personal information requested on this form is collected under the authority of Section 33(c) of the Alberta Freedom of Information and Protection of Privacy Act and will be protected under Part 2 of that Act. It will be used for the purpose of alumni, donor engagement and philanthropic activities. Questions concerning the collection, use or disclosure of this information should be directed to the FOIP Liaison Officer, Development and Alumni Relations, Office of the Vice President (External Relations), University of Alberta, 3-501 Enterprise Square, 10230 Jasper Avenue NW, Edmonton, AB, T5J 4P6, (780) 492-7400.

OFFICE OF ALUMNI RELATIONS
3-501 Enterprise Square
10230 Jasper Ave NW
Edmonton AB  T5J 4P6
Email: alumni.awards@ualberta.ca
Phone: 780-492-7723

FORM SUBMISSION INSTRUCTIONS
Once you have completed your nomination form, please submit it by mail or by email. Nominations must be received by 11:59 PM MST on December 15.

EMAIL:
   alumni.awards@ualberta.ca

MAIL:
   Awards & Recognition
   Office of Alumni Relations
   University of Alberta
   3-501 Enterprise Square
   10230 Jasper Avenue NW
   Edmonton, Alberta  Canada
   T5J 4P6