



## Alumni Distinction Award 2010 Nomination Form

### Nominee Information

|  |  |
|--|--|
| Full Name<br>(please print)  | <b>Award Category<br/>(please check one)</b><br><br><input type="checkbox"/> Community Involvement/Volunteerism<br><br><input type="checkbox"/> Career Achievement |
| Mailing Address  |  |
| Telephone <span style="margin-left: 150px;">Fax</span>   |  |
| Email  |  |
| Program(s) of Study  | <b>Submission Deadline</b><br>September 24, 2010   |
| Graduating year(s)   |  |
| Other Education and Year(s) Received   |  |
| Title and Description of Current Position(s) and Organization(s)   |  |
| Highlights of Career Achievements<br><br><i>(please complete Summary of Career Achievements – 300 words maximum)</i>               |  |
| How College Education Contributed Directly to Career Achievements<br><br><i>(please complete Summary– 300 words maximum)</i>       |  |
| Highlights of Community Involvement and Volunteerism<br><br><i>(please complete Summary of Community Work – 300 words maximum)</i> |  |
|  |  |

*Upon receipt of your nomination, the nominee will be contacted for his/her resume. The Alumni Office will compile each submission and will convene a panel of College and Alumni executive representatives to review and select the Alumnus of Distinction Award recipients.*

### Nominator Information

|  |   |
|--|---|
| Name   | <b>Please submit nomination form to:</b><br><br>Alumni Services<br>Loyalist College, Belleville Campus<br>P.O. Box 4200<br>Belleville, ON, K8N 5B9<br>T: 613-969-1913, ext. 2307<br>F: 613-969-1867<br>Email: alumni@loyalistic.on.ca |
| Address  |   |
| Telephone <span style="margin-left: 150px;">Fax</span> |   |
| Email  |   |
| Signature  |   |
|  |   |



## Alumni Distinction Award 2010 Submission Checklist

---

### Important:

You may nominate only one individual per category

Before making a submission, ensure the potential nominee is someone who is truly exemplary in his or her career or community involvement.

#### 1. Nominee's profile:

Complete a profile on the nomination form provided with summaries of career achievements or community involvement.

### Hints:

- Keep writing style as simple as possible
- Content of profile should be more factual than laudatory
- Discuss nominee's childhood only where relevant
- Do not include letters of reference
- Divide for-profit from non-profit endeavors

#### 2. Nominee's Summary:

Complete a summary highlighting the nominee's most outstanding career achievements, community/volunteer achievements and contribution of college education to these accomplishments or on the template provided.

#### 3. Nominee's Bio:

As per nomination forms.

#### 4. Supporting Documentation

You may include additional optional documentation (e.g. resume, letters of reference, media releases, other awards and recognition, etc.). Do not include CDs, books, etc. as these will not be used.



**Alumni Distinction Award 2010  
Summary Page**

---

**Nominee:** \_\_\_\_\_

**Summary of:**

- Career Achievements
- College Education Contribution to Achievements
- Community Involvement/Volunteerism
- Supporting Documentation

(Please limit each category to maximum of 300 type-written words)



**Alumni Distinction Award 2010  
Release Form**

---

**Release form is to be completed and signed by each nominee, giving permission for his/her photograph and biographical information to be used in promotion of the Loyalist College Alumnus of Distinction Award and the Ontario college system.**

I, \_\_\_\_\_ (*please print*),

Hereby give my permission for my photograph and biographical information to be used in promotion of the Loyalist College Alumnus of Distinction Award and the Loyalist College Alumni Association and the Ontario college system.

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

**NOMINEES, PLEASE NOTE:**

The Alumnus Distinction Award will be presented at the Annual General Meeting of the Loyalist College Alumni Association held in the fall semester.



## Alumni Distinction Award 2010 Selection Process

---

### **Selection Panel:**

Selection Panel will consist of 5 members of the Loyalist College Alumni Association Executive Committee and a College representative.

### **Selection Process:**

Each member of the Selection Panel will read all submissions in advance and choose his or her top three choices in each category based on the attached rubric.

The Panel will then meet to debate, discuss, and ultimately select the final recipients.

The Selection Panel members will make their final decision based on the candidate's outstanding career achievements, or community involvements.

### **Nominee Submission Tips:**

Proof read all submissions for spelling, grammar, and clarity. Be clear and concise.