

**ACADEMIC AFFAIRS AWARD FOR OUTSTANDING SCHOLARSHIP
BY A GRADUATE STUDENT
NOMINATION FORM**

(To Be Completed by the Nominator)

Name of Nominee: _____

Name of person submitting nomination

Date: _____

Signature of person submitting nomination

Please provide a letter of support for the nomination of the graduate student for this award.
Please forward the letter and nomination form to the nominee for completion.

(To Be Completed by the Nominee)

Cell Phone Number: _____ Email Address: _____

Please enclose with the Nomination Form

1. A current vita (limited to **five** pages)
2. A summary of the scholarly contribution(s) by the nominee (limited to **two** pages)
3. A description of the significance of the nominee's selected scholarly works submitted for the award (limited to **five** pages).
4. Relevant sample documents and/or supporting materials.

Please refer to accompanying selection criteria for further guidance and for instructions for submission. Address any questions you may have to your Department Chair.

Date: _____
Nominee's Signature

Name of Nominee's College _____

Nominee's Degree/Concentration: _____

Date: _____
Department Chair Signature

Date: _____
Dean's Signature

Date received by the Office of Academic Affairs: _____

AWARD FOR OUTSTANDING SCHOLARSHIP BY A GRADUATE STUDENT PROCEDURES AND CRITERIA

1. The Nomination Form (which includes items 1-4) must be submitted to the chair of the nominee's department by the first Monday in February, **(February 7th)**. Nominations should be submitted by faculty members or administrators. All UNA graduate students are eligible for the award.
2. The Academic Affairs Outstanding Scholarship/Research Award Selection Committee, who will choose the university faculty award winner, will also make the selection for this graduate student award. This committee is made up of the following: three previous faculty recipients; a faculty member from the College of Arts, Sciences, and Engineering; a faculty member from the College of Business and Technology; a faculty member from the College of Education and Human Sciences; a faculty member from the Anderson College of Nursing and Health Professions; a faculty or professional staff member from Educational Technology/Library Sciences (to be rotated annually between the two divisions); and one student representative (also rotated). The student representatives from each college will rotate in the following order: Arts, Sciences, and Engineering; Business and Technology; Education and Human Sciences; and Nursing and Health Professions. The deans will select faculty and students to serve on the committee and must approve any changes to the award criteria prior to the solicitation of nominees for the award. The committee members are responsible for convening in the Fall 2021 semester to select a committee chair and schedule subsequent meetings. Once identified, the name of the committee chair should be provided to the Office of Academic Affairs. The Assistant to the VPAA is responsible for soliciting nominations through various channels.
3. The Award will be given for academic excellence in publications, presentations, performances, or productions. Evidence of the significance of publication(s), presentation(s), performance(s), production(s), or practice to outside peers is required.
4. The primary emphasis of the nomination should be scholarly work conducted while enrolled at UNA.
5. A nominee may not receive the award more than once for the same piece(s) of scholarly work.
6. Required recommendation: The department chair must forward the nomination materials to the dean by the third Monday in February, **(February 21st)**, of the respective college to endorse and forward to the Office of Academic Affairs by the last Friday in February, **(February 28th)**.
7. The type of award:
 - A. There will be an acrylic award given to each recipient
 - B. The name of the recipient will be displayed on a permanent plaque
 - C. The recipient will be featured in *Profiles in Excellence*
8. An award will be presented by the Provost and Executive Vice President for Academic Affairs at the University Awards Gala (April 2022).

Former Recipients:

Ryan R. Benner (COEHS) – 2020

Bandar Alghamdi (COEHS) – 2021