



**NOMINATION FORM: AWARD FOR EXCELLENCE IN SERVICE TO GRADUATE AND POSTDOCTORAL STUDIES**

\_\_\_\_\_  
**Name of Nominee (please print)**

\_\_\_\_\_  
**Title of Nominee**

\_\_\_\_\_  
**Department/ Unit**

\_\_\_\_\_  
**Date**

**CHECKLIST**

Please use this checklist to ensure that you are submitting a complete nomination package, with documents presented in this order:

- Completed nomination form
- A substantial letter of support from the nominee's Department Chair/Unit Director **or** Faculty Dean/Associate Dean
  - Indicate the number of graduate students in the nominee's department/ unit
- A nomination letter that profiles the nominee's contributions to graduate and postdoctoral studies in the unit or office and in the university as a whole
  - A minimum of two signatures is suggested (e.g., from a Graduate Program Director, or members of a graduate program committee)
- Nominee's short résumé (1-2 pages) emphasizing their significant contributions
- One additional letter sharing testimonials (e.g., from students or colleagues) will be considered (max. 2 pages)

**SUBMISSION**

Nominations should be addressed to the Dean of Graduate and Postdoctoral Studies. Please send an electronic version (PDF) of this form and all supporting documents saved as a single PDF to [GPS Communications](#).

**DEADLINE: Monday, 15 January 2024**  
**(late or incomplete submissions will not be accepted)**

\_\_\_\_\_  
**Name of Nomination Coordinator (print)**

**Signature**

**Title of Coordinator:** \_\_\_\_\_

**Email address:** \_\_\_\_\_

**Signature of Faculty Dean:**