

PRESIDENT'S AWARDS

NOMINATION FORM: GROUP



To print out and complete this form, please first download a PDF copy of the form. Once downloaded, open the form using a PDF viewer such as Adobe Acrobat. Go through the form and complete all the required information, then save a copy of the PDF somewhere easily accessible.

Email completed form and all required documents to oe@humber.ca adding President's Award Nomination in the subject line.

a. Nominee Information (Add here, information on the Nominee Team)

Team Name:

b. Team Members (List the names of all team members being nominated)

First name:

Last name:

First name:

Last name:

First name:

Last name:

First name:

Last name:

First name:

Last name:

First name:

Last name:

First name:

Last name:

First name:

Last name:

First name:

Last name:

First name:

Last name:

c. Eligibility Requirements

Please note that all members of the team must meet the eligibility requirements listed below. Please refer to the specific eligibility requirements for the award to which you are nominating this team to determine what applies.

Employment Status: Full-time, Part-time or Continuing Education

Yes, all team members meet the employment status requirement.

c. Eligibility Requirements (continued)

Employment Type: Administrative, Academic or Support Staff

Yes, all team members meet the employment type requirement.

Employment Under: Humber College or University of Guelph-Humber

Yes, all team members meet the employment under requirement.

Years of Service:

Yes, all team members meet the years of service requirement for the award I am nominating this team for.

Has any member of this team been previously nominated for this award?

Yes

No

If "Yes," please state the employee's name:

Has any member of this team previously received this award?

Yes

No

If "Yes," please state the employee's name:

d. Award Information

Please select the award you are nominating the team for:

(Note that if you are nominating the team in more than one award category, you are required to submit a separate form for each award nomination.)

Community Service Award

Humber Sustainability Award

Extra Mile Award

Research Excellence Award

e. Criteria and Rationale

With specific reference to the criteria descriptions provided for the award type, please detail the ways in which the employee meets the criteria. You may use headings and examples associated with the criteria descriptions to organize this rationale.

Follow the guidance provided in the [Tips for Award Nominations](#) section on the HROE website.

e. Criteria and Rationale

PAGE 2

e. Criteria and Rationale

PAGE 3

f. Summary of Achievement

With specific reference to the employee's achievement(s), and as it relates to the award description and criteria, briefly summarize the achievement.

(Note that this summary will be used for the tribute during the award presentation.)

g. Attestations

I/we acknowledge that the contents of this nomination package is accurate to the best of my/our knowledge and that the achievements recorded here for the employee are a true representation of the performance/achievement.

Nominating Division/Faculty/Department:

Nominator Name:

h. Supporting Signatures

Name:

Date (MM/DD/YYYY):

Signature:

Job Title:

Name:

Date (MM/DD/YYYY):

Signature:

Job Title:

i. Accompanying Documents and Video

There are accompanying documents with this nomination form.

Enhance your nomination, by adding a short video sharing why you think the team is deserving of the award. Add the video to your submission.

There is an accompanying video with this nomination form.

By signing below, I grant The Humber College Institute of Technology and Advanced Learning ("Humber"), and its authorized agents, a non-exclusive, perpetual, worldwide, sublicenseable, royalty-free licence to use my name, photo(s) and/or audio, video, likeness for marketing and promotional purposes. Humber may edit or annotate my Content without restriction and I waive any right to review or approve the finished copy or use. My Content may be used with or without identifying me by name. I provide consent and permission for my Content to be uploaded, processed, and stored on Humber-approved software which may utilize servers located in Canada or the United States of America.

Name:

Signature:

Date (MM/DD/YYYY):

Submission Details

Please submit completed nomination form, with any accompanying evidence, via email to oe@humber.ca.

In the email subject line state: **President's Award Nomination**.