

- **Please complete the nomination form in full**
- *The nominator must obtain the consent of the student whose name is put forward*
- *The student's curriculum vitae must accompany the nomination form*

Part A | Student Information

Name (LAST, First) _____

Address _____

Email _____ Phone _____

Department/Faculty/School _____

Program of Study _____ Year in Program _____

Part B | Nominator Information

Name (LAST, First) _____

Email _____ Phone _____

Position/Title _____

Department/Faculty _____

Student Signature _____ Date _____

MM/DD/YYYY

This signature indicates the student has agreed to the nomination.

Please Note: Only one (1) student nomination will be accepted per department (if the graduate program is department based) or one (1) per faculty (if the graduate program is faculty based).

Reasons for Nomination

- *Indicate why you believe the student should receive this award*
- *Describe how the student meets the criteria for the award*
- *Provide examples to illustrate activities or situations in which the student fulfills the criteria*
- *Limit your citation to one page*

Letters of Support

- Three letters of support for this nomination should be attached
- One of the letters of support may be from outside of the University of Manitoba; the nominator may also provide a letter of support
- The letters of support should address the nominee's integrity of character, inquisitive nature for learning, volunteer work within and outside their role as a student, commitment to improving the quality of life of others, and their importance as a role model and/or mentor to other students

Referee

Affiliation to Student

Endorsement

Nominations require the endorsement of the Department Head or Program Director.

Department Head/Program Director Signature

Date (MM/DD/YYYY)

Checklist

- Completed nomination form
- Curriculum vitae of student
- Three letters of support

Notice Regarding Collection, Use, and Disclosure of Personal Information by the University

This personal information is being collected under the authority of *The University of Manitoba Act*. Where you have provided personal information about a third party, your signature shall be deemed to include a representation on your part that you have the consent of the third party to provide their personal information to the University of Manitoba. The information you provide will be used by the University for the purposes of determining eligibility for the Dean of Graduate Studies Student Achievement Award and for communication with the Faculty of Graduate Studies. This personal information may be disclosed to other educational institutions, government departments and co-sponsoring organizations. Information regarding awards may be made public. This personal information will not be used or disclosed for other purposes, unless permitted by *The Freedom of Information and Protection of Privacy Act* (FIPPA). If you have any questions about the collection of this personal information, contact the Access & Privacy Office (tel. 204-474-9462), 233 Elizabeth Dafoe Library, University of Manitoba, Winnipeg, MB, R3T 2N2.

Reference Form

- **Each referee must complete a reference form**

Student Name _____

Referee Name _____

Affiliation to the Student _____

Position/Title _____

Address _____

Phone _____ Email _____

In the space below, describe how the student meets the criteria for the award. Provide examples to illustrate activities or situations in which the student fulfills the criteria. **If more room is needed, you can provide additional information on another page, attached to the reference form.**

Referee Signature _____ Date _____
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