THE DISTINGUISHED ALUMNI AWARD

RULES

The Distinguished Alumni Awards were established by the Trustees\(^1\) of the Alumni Association\(^2\) on 12 July 1991. The awards are administered by Development and Alumni.

Purpose of the Award

The purpose of the Distinguished Alumni Awards is to recognise alumni who:

- have enhanced the reputation of the University of Adelaide AND one of the following:
- have given outstanding service to the community;
- OR
- have made an outstanding contribution in their chosen fields.

Who Can Be Nominated?

The Distinguished Alumni Awards are open to any person who meets the definition of an alumnus - being a graduate, present or former student, or past or present staff member.

Current members of the Alumni Advisory Committee are not eligible to be nominated for this award during their term.

Who can make Nominations?

Any member of the alumni body of the University as defined above may nominate any eligible alumnus for a Distinguished Alumni Award.

How to prepare a Nomination?

A nomination must include:

- a 1,000 (max) word statement of support highlighting the outstanding contribution of the alumnus.

Two letters of endorsement must accompany the nomination. A maximum of one page per letter applies.

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\(^1\) The role of Trustees as governors of the Alumni Association was abolished at the Annual General Meeting held on 27 June 2000.

\(^2\) The Alumni Association was dissolved by Council at its meeting on 4 December 2006.
Are Nominations Confidential?

Nominations must be kept confidential between the nominator and the University of Adelaide. No approach should be made to any nominee until the selection process has been completed and only the successful nominees will be contacted.

Selection Process

- Development and Alumni will call for nominations by the last day of February each year and a notice will be posted in the Adelaider, on the Development and Alumni webpage, and in any other medium deemed appropriate by Development and Alumni.

- Nominations are to be received by Development and Alumni by the last day of April of the same year.

How are Nominations assessed?

- Selection will be considered by the Alumni Advisory Committee, which will forward recommendations to the Vice-Chancellor and President for approval. The Vice-Chancellor and President will advise the names of the recipients to the next meeting of Council.

- The actual number of awards conferred each year will be subject to the availability of funds.

How are Recipients told of their Award?

Once the selection process has been completed only the successful nominee should be approached. Applications in breach of the above guidelines will not be considered.

Are Nominators Advised?

When the Award has been accepted by the recipient(s), all nominators are advised by letter of the outcome.

Presentation of the Award

The Award is presented by the Chancellor of the University, after consultation with the recipient, usually at a graduation ceremony.

The Award will be in the form of a framed, illuminated certificate which will include the recipient's name and an appropriate citation.

If a recipient is unable to receive the Award in person by virtue of disability or by reason of distance, or for any other reason, the Award will be presented in a manner determined by the Vice-Chancellor and President.
SECTION 1

Tell us about the person you are nominating for the Award
Note: Nominations are confidential and under no circumstances should the nominee be contacted for any information

Title (Mr, Mrs, Ms, Dr, Prof, etc):   Surname:

Given Names:

Postal Address:

Home No:   Mobile Number:

Email Address:

(Optional)
Position/Title:

Organisation/ Business Address:

Business Number:

Details of Previous Honours and Awards
SECTION 2

Details of Person Submitting Nomination

Title ((Mr, Mrs, Ms, Dr, Prof, etc): Surname:

Given Names:

Postal Address:

Home No: Mobile Number:

Email Address:

(Optional) Position/Title:

Organisation/ Business Address:

Business Number:
SECTION 3

Activities undertaken by the person you are nominating for the Award

In this section, space has been provided for you to set out details of how the nominee meets the criteria for this Award - that is, they have:

- enhanced the reputation of the University of Adelaide AND one of the following:
  - given outstanding service to the community;
  - OR
  - made an outstanding contribution in their chosen fields.

As a guide, you may wish to consider some of the following questions:

- In what role(s) or area(s) has the nominee excelled?
- How has the nominee demonstrated service worthy of recognition?
- How has the nominee enhanced the reputation of the University of Adelaide?
- How has the nominee’s contribution impacted on either a particular field, locality, group, community, or humanity at large?
- Over what period of time has the nominee made a major commitment?
- Has the nominee’s contribution been recognised elsewhere (e.g. in the media, by other awards, professional/ interest groups or through local government)?
- What makes this person stand out from others?

NOTE: Word limit for this section is maximum 1,000

SECTION 4

Two letters of endorsement must be attached to this nomination. A maximum of one page per letter applies.

Deadline for nominations is 5.00pm on 30 April 2011. Nominations can be forwarded to:

Mrs Gaynor Tyerman
Alumni Relations Officer (Domestic and Awards)

In person:
Development and Alumni
University of Adelaide
Level 1, 230 North Terrace
Adelaide

By mail:
Development and Alumni
UNIVERSITY OF ADELAIDE SA 5005

By fax at +61 8 8303 5808 or email gaynor.tyerman@adelaide.edu.au

For further information please contact Gaynor at +61 8 8303 6356