

NOMINATION FORM FOR UNIVERSITY OF LETHBRIDGE Jo and Anne Vane Memorial Award

(version Spring 2019)

This nomination form is to be completed by a Dhillon School of Business faculty member (continuing or sessional); OR, by a continuing Undergraduate or Graduate student currently enrolled in a Dhillon School of Business program.

To be eligible for this award, the nominated student must qualify on the following criteria:

- Academic achievement (minimum of 3.0 GPA) on the previous Fall/Spring semesters.
 - NOTE: nominators are not required to know if the nominee meets this criteria. Rather, submit the requested form and letter, and the Dhillon School of Business selection committee will determine if nominees meet this eligibility requirement.
- Demonstrated commitment to compassion, kindness and voluntarism in support of fellow students.
- Nominated by fellow students and/or faculty via submission of this form and a reference letter.

This award of \$1,500 minimum is payable upon confirmation of full-time enrolment at the University of Lethbridge in the Fall and Spring semesters immediately following the granting of the award. Selection will be by a committee, established by the Dhillon School of Business Dean.

It is the nominator's responsibility to ensure that requested information is included in the submission by the stated deadline, as **incomplete or late submissions will not be considered.**

DEADLINE FOR NOMINATION: February 15th @ 4:30 p.m.

(when February 15 falls on a weekend, nominations will be accepted until 4:30 pm. on the next business day)

A. NOMINATOR INFORMATION: (PLEASE PRINT LEGIBLY)

1. LAST NAME: _____ FIRST NAME: _____

2. UNIVERSITY OF LETHBRIDGE I.D. NUMBER: _____

(** the nominator's ID# IS required if nominator is a student; but is NOT required if nominator is a faculty member)

The nominator will also submit a signed nomination letter (i.e. a letter of reference) with a detailed description of the nominee's commitment to compassion, kindness and voluntarism in support of fellow students. Only one nomination letter will be accepted on behalf of each nominee, and the letter must be submitted by the original nominator.

B. NOMINEE INFORMATION: (PLEASE PRINT LEGIBLY)

1. LAST NAME: _____ FIRST NAME: _____

2. UNIVERSITY OF LETHBRIDGE I.D. NUMBER: _____

C. SIGNATURES: This form must be signed on the second page by both the nominator and nominee.

Both parties hereby certify that the information given on this nomination form, and in the nomination letter, is complete and true in all respects. The nominee authorizes that the Dhillon School of Business selection committee can access transcripts of their academic record in order to determine their academic eligibility for this award. If granted an award, the nominee authorizes either the University of Lethbridge Scholarships and Student Finance Office or the Dhillon School of Business Dean's Office to release pertinent information to the donor of the award, other University of Lethbridge departments and the news media.

NOMINATOR Signature: _____

Date: _____

NOMINEE Signature: _____

Date: _____

GENERAL AWARD CONDITIONS:

- * Unless otherwise stated (refer to part 15 of the Calendar), to be eligible for awards administered by the University of Lethbridge, applicants must maintain continuous, full-time status at the University of Lethbridge during the academic year the award was issued.
- * Normally, awards are payable only at the University of Lethbridge and only for the stated academic year.
- * According to Canadian tax regulations, the University of Lethbridge is required to issue T4A slips to award recipients. Therefore; students must provide their Social Insurance Number in order to receive an award (unless attending on an international student visa).
- * For a complete description of the policies guiding the Student Awards Program please refer to the *Awards and Scholarships* section of the current University of Lethbridge Calendar.

Submit completed nominations to...

Completed nominations must be **received** in the Dhillon School of Business Advising & Academic Support Offices at either the Lethbridge or Calgary campuses (ATTN: Ms. Marie Matkin, Director), by the deadline stated on page one of this form. It is the nominator's responsibility to ensure that all relevant information has been included or attached.

Incomplete or late submissions will not be considered.

ADVISING & ACADEMIC SUPPORT	Lethbridge campus: M2060 (Markin Hall)	403.329.2153	dhillon.advising@uleth.ca
	Calgary campus: S6032 (345 – 6 th St. SE)	403.571.3360	calgary.campus@uleth.ca