



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

(version Fall 2019)

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

To be eligible for this award, a nominee must qualify on the following criteria:

- Returning to full-time studies in the Fall term, following the recipient selection process.
- Academic achievement (minimum of 3.0 GPA) in the previous Fall/Spring terms.
 - NOTE: nominators are not required to know if the nominee meets these two criteria. Rather, submit the requested nomination form and letter, and the Dhillon School of Business awards committee will determine eligibility.
- Demonstrated commitment to compassion, kindness and voluntarism in support of fellow students.
- Nominated by fellow students, staff and/or faculty via submission of this form and a reference letter.

This award of \$1,500 (minimum) will be payable in the Fall term following the granting of the award, upon confirmation of the recipient's full-time enrolment at the University of Lethbridge.

It is the nominator's responsibility to ensure all 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 or staff)

Along with this completed form, a 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 the first nomination form/letter that is received for each nominee, will be reviewed by the awards selection committee. Nominators can submit a nomination form and letter for more than one nominee.

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.

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

GENERAL AWARD CONDITIONS:

- * Selection is made by the Dhillon School of Business awards committee.
- * 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 in the Fall term immediately following the granting of the award (or Spring term, if selection process is completed during a Fall term). Summer term enrollment only, following the granting of the award, does not meet award criteria.
- * 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.

NOMINATOR Signature: _____

Date: _____

NOMINEE Signature: _____

Date: _____

Submit completed nominations to...

Completed nomination forms/letters must be **received** as either a printout to the Dhillon School of Business Advising & Academic Support Offices at either the Lethbridge or Calgary campuses. Or, the copies can be submitted electronically to either of the email addresses listed below. Please mark submissions to the ATTN of Marie Matkin, Director, Advising & Academic Support; and, ensure submissions are received by the deadline found 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 – 6th St. SE)	403.571.3360	calgary.campus@uleth.ca