



Red Deer College  
100 College Blvd  
Box 5005  
Red Deer, Alberta  
CANADA T4N 5H5  
Phone 403.342.3308  
Fax 403.343.4080  
Web-site: [www.rdc.ab.ca/alumni](http://www.rdc.ab.ca/alumni)

# **DISTINGUISHED ALUMNI NOMINATION ALUMNI RELATIONS**

## **INTENTION**

The Distinguished Alumni Award is given annually to honour living alumni who have distinguished themselves in one or more of the following areas:

- Professional and Personal Achievement: by demonstrating exemplary leadership and accomplishment in their professional and personal life.
- Academic Achievement: through lifelong learning or outstanding contributions towards enhancing their profession.
- Public Service Achievements: exemplary community and public service endeavours that bring credit to the community, Red Deer College or the Alumni Association, and the nominee's profession.

## **ELIGIBILITY**

- Candidate must fit the criteria of a "General Member" according to the Red Deer College Alumni Association Bylaws:  
*Article 3.1 General Membership shall be available to persons previously registered as students at Red Deer College who paid the prescribed College registration fee and successfully: a) received a parchment, or b) completed a minimum of 30 credits, or c) completed one period of apprenticeship technical training.*
- Candidates will remain nominated for a total of three years.

## **THE AWARD**

- One or more awards are presented annually at Convocation.
- The recipient(s) will receive a Certificate of Recognition.

## **NOMINATORS**

- Red Deer College employees, students, alumni, and community members can nominate Red Deer College Alumni for the Distinguished Alumni Award.

## **NOMINATION PACKAGE AND PROCESS**

- Each confidential nomination package should include:
  - Nomination Form
  - Nomination Summary
  - Candidate's Consent Form
  - at least two additional confidential letters of support.
- Nomination packages must be submitted to Alumni Relations at Red Deer College no later than January 29<sup>th</sup>, 2016.
- Further distribution of any or all parts of the nomination package, without the express written consent of Alumni Relations, is strictly prohibited.

## **SCREENING AND SELECTION PROCEDURES**

- 1) Composition of the Committee will consist of a minimum of three members of the Red Deer College Alumni Association Executive, one of which will be the Chairperson, as well as the Vice President, Enterprise & Community Relations.
- 2) The award(s) will be presented at Convocation each year.

For more information please contact: Alumni Relations at Red Deer College. Phone: 403.342.3308 or E-mail: [alumni@rdc.ab.ca](mailto:alumni@rdc.ab.ca).

**PLEASE COMPLETE THE DISTINGUISHED ALUMNI NOMINATION FORM ON THE SECOND PAGE.**



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*The personal information that you provide on this form and for this nomination is being collected under the authority of the Post-Secondary Learning Act and the Freedom of Information and Protection of Privacy Act of Alberta. It will be used by the Alumni Awards Selection Committee in order to screen and select award recipients. The information will be protected in compliance with the provisions of the Freedom of Information and Protection of Privacy Act of Alberta. The information may be disclosed to the media. The information will be retained in accordance with approved Information Management guidelines, after which it will be destroyed in a secure manner. If you have any questions about the collection and use of this personal information, please contact the Director of Development, Community Relations, Red Deer College, 100 College Blvd, Box 5005, Red Deer, Alberta, T4N 5H5. Telephone: 403.342.3360.*

### CANDIDATE INFORMATION

FIRST NAME		MIDDLE NAME	LAST NAME	
ADDRESS			CITY	PROVINCE
POSTAL CODE	PHONE	E-MAIL ADDRESS		
Year of attendance or graduation from Red Deer College:				

### NOMINATOR'S INFORMATION

NOMINATOR'S NAME		ADDRESS		
CITY	PROVINCE	POSTAL CODE		
PHONE	E-MAIL ADDRESS			

### NOMINATION CHECKLIST

**Please submit this completed form to Alumni Relations at Red Deer College accompanied by the following items:**

<input type="checkbox"/>	<b>Candidate Consent Form</b> (for release of information) <u><a href="#">Distinguished Alumni – Candidate Consent</a></u>
<input type="checkbox"/>	<p><b>Nomination Summary</b> (should not exceed one page)</p> <p>Document the candidate's specific contributions and accomplishments that provide support for the nomination by providing brief answers to each of the following questions:</p> <ol style="list-style-type: none"> <li>1. In what way is the candidate's achievement exceptional?</li> <li>2. What is the prominence of the candidate in his or her field?</li> <li>3. How has the candidate contributed to society and/or served the community or made contributions to the Red Deer College Alumni Association?</li> <li>4. In what ways can the candidate be considered an inspiration to students?</li> </ol> <p>This information must be held in strict confidence and must not be distributed to anyone, other than the Selection Committee, without the express consent of Alumni Relations.</p>
<input type="checkbox"/>	<p><b>Two additional letters of support</b> (letters should not exceed one page in length)</p> <p>Letters should give specific examples and details of the candidate's extraordinary accomplishment in professional / personal, academic or public service achievements.</p> <p>These letters and the content thereof must be held in strict confidence. All copies of these letters, or associated notes, electronic or otherwise, other than those held by the originator of the letters, must be destroyed once the letters have been provided to the Selection Committee.</p>
REFERENCE NAME	TITLE
REFERENCE NAME	TITLE

**Nominations must be received no later than January 31<sup>th</sup>, 2017.**