

# ALUMNI AWARD/HONORARY AWARD/ GUEST SPEAKER/NAMING/EMERITUS STAFF/ LAUREATE PROFESSOR NOMINATION FORM



The information contained in this document is strictly confidential. Alumni and Honorary Award nominees should **NOT** be consulted.

Please refer to the relevant document for award criteria - [Alumni Awards Procedure](#), [Honorary Awards Policy and Procedure](#), [Emeritus Staff of the University Policy and Procedure](#) or [Laureate Professor of the University Procedure](#).

## NOMINEE DETAILS

Title

Full name

Home address

Home telephone number

Email address

Occupation

Business address

Business telephone number

Awards, qualifications received *(including awarding institution details)*

## AWARD NOMINATION (please refer to

- |   |   |   |
|---|---|---|
| <input type="checkbox"/> Alumni Award       | <input type="checkbox"/> Honorary Award | <input type="checkbox"/> Guest Speaker      |
| <input type="checkbox"/> Naming Opportunity | <input type="checkbox"/> Emeritus Staff | <input type="checkbox"/> Laureate Professor |

## AWARD CATEGORY

### Alumni Award

- |  |   |
|--|---|
| <input type="checkbox"/> Outstanding Alumnus of the Year           | <input type="checkbox"/> Alumnus of the Year – Early Career Achievement |
| <input type="checkbox"/> Alumnus of the Year – Industry Excellence | <input type="checkbox"/> Alumnus of the Year – Social Impact            |

### Honorary Award

- |  |  |
|--|--|
| <input type="checkbox"/> Doctor of the University                        | <input type="checkbox"/> Honorary Doctor in a particular discipline area |
| <input type="checkbox"/> Honorary Master in a particular discipline area | <input type="checkbox"/> Companion of the University                     |

### Guest Speaker

Ceremony details

Location

Time

Is the nominee suitable to be a guest speaker at the recommended graduation ceremony?  Yes  No

### Naming Opportunity

State details of naming opportunity



## Emeritus Staff / Laureate Professor

Why do you consider the nominee's achievements warrant them to be an Emeritus staff member/Laureate Professor, and what benefit's would arise from such an appointment

## RISK ASSESSMENT / ANALYSIS

Identify any risks associated with the nomination to CQUniversity's reputation, image, profile or resources, at both the time of submitting the nomination and into the future

## CONSULTATION

### Alumni Award / Honorary Award / Naming Opportunity

List the people/organisations you have consulted with and who support your nomination. Please attach at least two written references from these people/organisations. At least one written reference is to be from a person who has a prominent standing in the same field of endeavour as the nominee. The Director, Development and Alumni Relations must be contacted to confirm nominee eligibility if nominating for an Alumni Award.

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### Guest Speaker

Written references are not needed for guest speakers but can be supplied.

## SUPPORTING DOCUMENTATION

Before you submit your application please ensure you have:

- Nominee's Curriculum Vitae (*if unable to provide a CV due to nominee being prominent public figure or iconic person, please include biography and evidence that the nominee's achievements have been recognised among peers and the general public*)
- Written references (*if required. Please include contact details of people providing written references so they can be invited to the Ceremony where the award is being presented*)

## PERSON SUBMITTING NOMINATION

The information about the person submitting this recommendation is needed to enable the Chancellor, Vice-Chancellor and President, and University Secretary to seek further details, if required.

Full name

Home address

Home telephone number

Occupation

Business address

Business telephone number

**Please submit your application to [ceremonial@cqu.edu.au](mailto:ceremonial@cqu.edu.au) for honorary awards, guest speaker, naming, emeritus staff or laureate professor nominations or to the Director, Vice-Chancellor and President Office and Development [alumni-enquiries@cqu.edu.au](mailto:alumni-enquiries@cqu.edu.au) for alumni awards.**