

UNSW Alumni Association GRADUAND AWARDS

GUIDELINES 2008-09

1. Preamble

It is the aim of the Alumni Association to recognise the valuable contribution and achievement of final year students. The Alumni Association Graduand Award is intended to recognise student contribution to the quality of communal life within the University, through original modes of service. The prize for this Award consists of \$500 and a prestigious trophy.

2. Eligibility

Students are eligible for nomination in the graduating year of their undergraduate or postgraduate qualification from UNSW. This includes students who will complete their program of study in 2008 and be eligible to graduate between September 2008 and July 2009. Up to four awards may be made in any one year at the discretion of the Graduand Award Selection Committee and will be reported to the Alumni Association Board of Governors.

The nominator of a candidate for the award must demonstrate that their candidate has addressed a majority of the following criteria:

- Significant contribution to the communal life within the University
- Stimulation of new ideas and services
- The promotion of cross-cultural links
- Outreach to those in need or other service related activities

It is anticipated that paid or elected positions to the major University bodies will not be considered as modes of service for the purposes of the Alumni Association Graduand Award. This type of service is principally addressed in the Sydney Technical College Union Award.

Service in other student elected positions must be above and beyond the regular duties of those positions to be considered as significant contribution to the communal life of the University for the purposes of the Alumni Association Graduand Award.

3. Nomination Procedure

Nominations may be accepted from any member of the University community, including members of staff, students and Alumni.

- The name of a seconder must accompany all nominations
- All nominations must be accompanied by appropriate documentation as set down by these guidelines
- Nomination forms will be available from the UNSW Foundation, G17, The Chancellery, UNSW and are available for download from the Alumni website at <http://www.unsw.edu.au/alumni/pad/algradawards.html>
- All nominations are to be lodged with the UNSW Alumni Association by the stipulated closing date of **Friday 20 February 2009 by 5pm**. Either online at alumni@unsw.edu.au or by post to UNSW Alumni Association, c/- Alumni Relations Office, The Chancellery, G17, The University of New South Wales, Sydney NSW 2052

4. Accompanying Documentation

Nominations for the Alumni Association Graduand Award must include:

- The appropriate nomination form
- Name and contact details of nominee and seconder
- A factual account of the time periods in which the nominee was involved in programs that foster the communal life of the University.
- A description of the activities undertaken in the course of participating in each program
- Nominations for the Alumni Association Graduand Award may include references and names and addresses of referees
- A short but detailed explanation of why the nominee should receive an award, addressing the criteria laid out above

5. Determination Of Awards

- Awards will be conferred on those nominees determined by the Graduand Award Selection Committee and reported to the Alumni Association Board of Governors
- The number of awards will be limited to four in any year. However, the Selection Committee may determine, at its discretion, to award less than this number or to make no award in a particular year if it is deemed that the nominations are not of a sufficient standard
- The Selection committee will apply appropriate and equitable selection techniques when determining the awards. This includes preparation of a Selection Committee Report to the Alumni Association Board of Governors which provides reasons for the decision(s)
- The recipients recommended by the Selection Committee shall be confirmed by the Executive Committee of the Board of Governors after which the Board will write to all nominators and seconders advising them of the decision
- The awards shall be presented at either the recipient's Graduation Ceremony or the UNSW Alumni Association Annual General Meeting or another suitable occasion

Nominations Close 5pm Friday 20 February 2009

Hawkins Prize

The award of the Bruce Hawkins Prize is also recommended by the Alumni Association Graduand Awards Selection Committee at the time of determining the Graduand Awards, and to a candidate deemed worthy to receive both. Protocol for selection of the prize-winner is the same as Graduand Awards, but with a focus on outreach to those in need or other service-related activities.

Graduation Handbook Listing

Various pages in the UNSW Graduation Handbook, including the listing of Graduand Award winners, are pre-printed once each calendar year prior to the first Graduation ceremonies. Consequently, the names of the Graduand Award winners will appear in all Graduation Handbooks during 2009.