

NATIONAL ALUMNI ASSOCIATION OF SAINT AUGUSTINE'S COLLEGE



P.O. Box 28122
Raleigh, North Carolina 27611-8122
NOMINATING FORMAT FOR SAINT AUGUSTINE'S COLLEGE
NATIONAL ALUMNI ASSOCIATION AWARDS

Name: _____

Address: _____

Telephone: Number: _____

* Award Nominated For: _____ Saint Augustine's College Service Award

_____ Community Service Award

_____ Professional Achievement Award

***(Refer to Awards Program General Provisions Part I & II)**

1. Narrative justification of one or two pages including:

_____ Area(s) of achievement upon which nomination is based.

_____ Scope and importance of service and/or achievement.

_____ Results achieved, including benefits to college, community,
or achievement.

2. Previous awards received by nominee.

3. Name and telephone number of officials to be contacted for further details on this nomination.

Nominating Official Signature

Date

AWARDS PROGRAM GENERAL PROVISIONS

Part 1

1. **Purpose** - To provide basic policy and guidelines for the administration of the Saint Augustine's College National Alumni Association's distinguished alumni awards.
2. **Applicability** - This is applicable to all alumni who matriculate at Saint Augustine's left in good standing.
3. **Policy** - It is the policy of Saint Augustine's National Alumni Association to:
 - A. Encourage the fullest participation of Saint Augustine's College graduates to actively share in supporting Saint Augustine's College and to enhance the image of the college.
 - B. Reorganize and reward graduates who make substantial contributions to the college, the community and their career goals.
 - C. All awards presented will be in the form of a plaque.
4. **Definition**
 - A. **Saint Augustine's College Service Award** - An award given to an alumnus/alumna for outstanding contributions to the college.
 - B. **Community Service Award** - An award given to an alumnus/alumna for superior community service.
 - C. **Professional Achievement Award** - An award given to an alumnus/alumna who has made an outstanding achievement in his or her career field.
5. **Responsibilities**
 - A. The president of Saint Augustine's National Alumni Association is responsible for:
 1. Appointing a Distinguished Alumni Awards Committee
 2. Soliciting nominations for awards
 3. Final approval of nominees
 4. Presentation of awards
 - B. The Distinguished Alumni Awards Committee is responsible for:
 1. Screening nominees for awards
 2. Making recommendations to the president for awards
 3. Securing appropriate awards for presentation

6. Awards Ceremony - Presentation of awards should be made during the alumni banquet at Commencement.
7. Confidentiality of Awards Nominations - Distinguished Alumni Awards Committee members should not discuss recommendations with nominees or any other person until the president of the Association has approved an award.

Part II

1. Awards

- A. **Saint Augustine's College Service Award** - The purpose of this award is to nominate the college alumnus/alumna who has actively participated in the affairs of the college through monetary, recruitment and other activities which resulted in tangible benefits that have advanced and strengthened the academic achievements of the college.
 - B. **Community Service Award** - The purpose of this award is to be given to encourage alumni to actively participate in community affairs, to assist in improving the quality of life of residents within communities, cities and the nation.
 - C. **Professional Achievement Award** - The purpose of this award is to recognize an alumnus/alumna for outstanding achievements in his or her career field. Such recognition will serve to motivate alumni to become greater achievers in career fields and enhance the prestige of the college.
2. **Criteria** - A nominee must have demonstrated outstanding achievements in support of the college and his/her community. Factors to be considered include, but are not limited to the following:
- A. Demonstration of a high quality of service and leadership, and evidence of a high degree of public confidence and trust.
 - B. Career achievements that are generally recognized or acknowledged on a local, national or international level.
 - C. Demonstration of personal initiative and innovation in overcoming obstacles to achieve personal objectives.
 - D. Related awards and honors received.