**Submission Instructions**

Your completed nomination form and attached curriculum vitae for the nominee should be submitted to:

**Dr Penny Moore**

Director: Council Services and Chancellery

Telephone: (08) 8302 0147

Email: [penny.moore@unisa.edu.au](mailto:penny.moore@unisa.edu.au)

Please Note: You are obliged to keep your nomination confidential and not disclose your nomination to the nominee.

Sections A, B, C, and D must be completed. **Please provide a copy of the nominee’s full curriculum vitae when submitting this application.**

Please click [HERE](http://www.unisa.edu.au/policies/policies/corporate/C31.asp) to read the policy governing Honorary Awards.

**Section A: Details of person submitting nomination**

Full Name

Business address

Business telephone number (include mobile if appropriate)

Email address

Relationship between you and the nominee

Date

**Section B: Details of person being nominated**

Full Name

Business address

Daytime telephone number (include mobile if appropriate)

Home number

Email address

**Section C: Referees**

Please provide the names and contact details of three appropriate referees who **may** be consulted confidentially regarding your proposal.

**Referee 1**

Full Name

Business address

Business telephone number (include mobile if appropriate)

Home telephone number

Supporting evidence (why this person has been chosen as a referee for this nomination)

**Referee 2**

Full Name

Business address

Business telephone number (include mobile if appropriate)

Home telephone number

Supporting evidence (why this person has been chosen as a referee for this nomination)

**Referee 3**

Full Name

Business address

Business telephone number (include mobile if appropriate)

Home telephone number

Supporting evidence (why this person has been chosen as a referee for this nomination)

**Section D: Details of the nomination for Doctor of the University**

**What has this person done to be recognised in this way? Please provide a response to each section below.**

**Service**

In what role and over what period has the nominee demonstrated distinction in public service or service to the University, or distinction in a field of academic endeavour?

**Achievement**

How has the nominee demonstrated scholarship or service worthy of recognition by this award?

**Impact**

How has the nominee’s contribution positively affected the University, a field of academic endeavour or society?

**Future Contribution**

The Honorary Awards Committee is also interested to understand the potential for this person to contribute to the University in the future. Please provide a paragraph of information about how you expect this person’s relationship with the University will grow in the future, and briefly outline the contributions you expect them to make.

**Other Information**

Please indicate if the nominee has ever been a member of staff of the University (Yes/No)

If yes, please indicate when the nominee retired:

(Please include any other relevant information here)

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