



Distinguished Alumnae Award Nomination Form

Divine Word University PO Box 483, Madang, Papua New Guinea
Tel: (+675) 422 2937; Fax: (+675) 422 2812; Email: info@dwu.ac.pg

Candidate Information

First Name:*

Middle Name:*

Surname:*

City/Town:*

Province:*

Phone Number:*

Email:*

Year of Attendance:*

Year of graduation from Divine Word University:*

Nominator's Information

First Name:*

Surname:*

Nominators address:*

Phone Number:*

Email:*

Relationship to Nominee:*

In addition, provide two letters of support (letters should not exceed two pages in length). Letters should give specific examples and details of the candidate's extraordinary accomplishments in professional, personal, academic or public service achievements. These letters and the content thereof will be held in strict confidence. All copies of these letters, or associated notes, electronic or otherwise, other than those held by the originators of the letters, will be destroyed once the letters have been provided to the Distinguished Alumnae Awards Selection Committee.

Introduction

You are invited to nominate alumni of Divine Word University to receive the 2019 “Distinguished Alumnae Award” if you consider that person has excelled in their field and attained outstanding success. Nominations for the Award may be made by any individual associated with the DWU Community such as a friend; colleague, former classmate; former or current Council member; alumni; administrative or faculty member.

What is the Distinguished Alumnae Award?

The "Distinguished Alumnae Award", is the highest honor bestowed upon alumni by the DWU Community. It is given in recognition of outstanding accomplishments and is an honor bestowed on alumni for their career success. The Alumnae Award of Merit also speaks of loyalty, dedication and distinguished service. The Alumnae Award of Merit acknowledges Alumni's achievements.

It will be given to distinguished alumni each year during the Foundation Day of Divine Word University on August 21. Presented annually, the award recognizes alumni for their outstanding contributions to the DWU and society through professional and personal excellence.

You may nominate more than one Alumni. This Distinguished Alumnae Award may be retrospectively bestowed on more than one person but not more than three per year. If a nominee is not selected as an award recipient in a given year, his or her nomination may be considered in the next two (2) subsequent years.

Any DWU alumni maybe nominated who have achieved distinction in one or more of the following areas:

- *Achievement:* The nominee has attained prominence in their chosen career.
- *Service to Society:* The nominee exhibits integrity and a demonstrated commitment to service to society through an interest in bettering the lives of others through volunteer efforts.
- *Support:* The nominee's deeds and actions reflect pride in their alma mater and loyalty to their DWU upbringing, as demonstrated through their interest in and support of the University.

Nomination procedure

1. Complete Distinguished Alumnae Award Nomination Form and two letters of support
2. Attach a cover letter summarizing the nominee's eligibility
3. Current Curriculum Vitae of nominee
4. Submit to the DWU Distinguished Alumnae Award Selection Committee

Nomination Deadline: 14 June 2019

Please submit nominations to the DWU Alumni Office by email to info@dwu.ac.pg. For further enquiries contact the Communications Officer in the Marketing Division on **422 2937** / Fax: **422 2812** or visit our website: dwu.ac.pg

Nominations received after Friday 14 June 2019 will be considered for selection in the following academic year.

Nomination summary (should not exceed three pages)

Document the candidate's specific contribution and accomplishments that provide support for the nomination by providing brief answers to each of the following questions:

1. In what way is the candidate's achievement exceptional?
2. What is the prominence of the candidate in his or her field?
3. How has the candidate contributed to society and/or served the community or made contributions to Divine Word University?
4. In what ways can the candidate be considered an inspiration to students?

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 the Alumni Association.

What is the Park and Immortal Wall of Alumnae?

The Park and the Immortal Wall of Alumnae at the Divine Word University Madang Campus was designed to be a way for all DWU Graduates to be permanently acknowledged, honored, or remembered on campus. The wall is constructed of concrete and limestone with bronze tablets bearing the names of those participating in this program. The wall is located on the Madang Campus for all campuses of the University.

The Divine Word University established the annual Distinguished Alumnae Award to recognize outstanding individuals and to celebrate their achievements. The Award will be given to those who have attained extraordinary distinction in their chosen professional fields, in service to society, or by support to Divine Word University and serve as an example to all members of the DWU Community. This Award not only serves to bestow recognition and appreciation on individuals, but also honors the legacy of the University and instills pride in the DWU Community-at-large.

Number of Awards

The Selection Committee will confer the award no more than three (3) individuals in any one year. The award does not have to be conferred if suitable nominations are not submitted.

Distinguished Alumnae Awards Selection Committee

The Selection Committee will consist of:

1. The Alumni Association (Not more than two)
2. The current employees of DWU who are Alumni (Two include academic/administrative)
3. The current University Council members (Not more than two)
4. Members of the current Academic Year SRC (One)

The Awards Selection Committee appoints the Chairperson for this Committee.

Eligibility and selection criteria

The following criteria will be used to determine the eligibility of alumni nominated for the Distinguished Alumnae Award and to select the winner(s) of the award:

1. The nominee must be a graduate of Divine Word University.
2. The reputation, achievements and contributions of the nominee must bring honour and prestige to Divine Word University and the Alumni Association.
3. The alumni nominee can be a current employee of Divine Word University.
4. The alumni nominee can be nominated posthumous.

Method of selection

The Awards Selection Committee will review the nominations, establish the eligibility of the nominees and decide award recipients by a majority vote of the membership of the committee. The Chairperson of the Awards Selection Committee will accept, file and present all nominations. Once an individual has been nominated and found to be eligible, his or her name continues in nomination for a period of three (3) years. Individuals may be re-nominated after this time.

The Awards Selection Committee will base its decision on the following:

Consideration of the nominee in one or more of: attainment of prominence in his or her chosen professional field; integrity and demonstrated commitment to service to society and/or service or support to Divine Word University. The Awards Selection Committee may transfer any nominee for one award to a more appropriate award.

Time and place of presentation

The Award will be presented every year during the Foundation and Alumni Day on 21 August at the Divine Word University campus Madang town, Madang Province.

Symbol of Award

Each award will consist of a plaque or other symbol approved by the Awards Selection Committee.

Nominee requirements

The nominee must be able to be present to accept the award.

Nomination deadline: 14 June, 2019