

**Metropolitan State University Undergraduate Outstanding Student Award
Nomination Form for Recipient**

The Outstanding Student Award Committee of each academic unit will select a graduating bachelor's degree student to be honored as the outstanding student graduate from that academic unit at each commencement ceremony. Nominations for the honor will be requested from all faculty and advisors within the academic unit. Other university employees familiar with a particular student may also make a nomination, as long as the nomination guidelines are followed. In addition, students may nominate themselves by completing nomination forms available from their advisors.

Term and Year of Graduation:

College/School:

Major:

Name:

Student ID:

Address:

Email:

Student Phone Number:

Advisor:

All nominations shall be submitted to the Outstanding Student Award Committee on the academic unit level no later than the deadline for graduation planning interviews for each term. Watch for emails detailing the process sent every term.

Academic Units:

College of Liberal Arts
College of Sciences
College of Management
College of Nursing and Health Sciences
College of Community Studies and Public Affairs
College of Individualized Studies
School of Law Enforcement and Criminal Justice
School of Urban Education

Criteria to be used in determining the outstanding student award may include, but not be limited to, the following criteria. **Nomination reviewers will determine the relative weighting of these criteria and may stipulate additional criteria to be used in the selection process.** Any additional criteria must be publicized to all members of the academic unit, and to students, before the nominating process.

In each area below, identify and describe how this student demonstrates excellence in meeting the following criteria for the Outstanding Student Award. Attach additional pages as necessary.

- 1. Academic Excellence:** As evidenced by grade point average (GPA.) while at Metropolitan State and by comments from Metropolitan State faculty.

- 2. Community Service:** As evidenced by participation or leadership in humanitarian, civic, social, religious, and educational groups or organizations while a Metropolitan State student.

- 3. Academic Innovation in the Educational Program:** As evidenced by use of community resources and creative use of alternative learning strategies (such as assessments of prior learning, theory seminars, independent studies, internships and CLEP tests), or by outstanding performance in case studies, senior and capstone projects, and various community-based projects while a Metropolitan State student.

- 4. Professional Accomplishments:** As evidenced by titles, promotions, awards, and other types of recognition achieved in the workplace, and by participation or leadership in various professional or trade groups or organizations while a Metropolitan State student.

- 5. Other:** As evidenced by other relevant information, such as personal characteristics, family commitments and future academic plans.

Each academic unit will prepare a list including the names of the recipient, finalists and nominees. This list should **not** include the names of the nominees upon whom no further action will be taken. This list should include: the students' names, telephones (home, work and cell), mailing address, email, student ID, and advisors' names. Copies of this nomination form and the list should be sent to these parties:

- Provost
- Commencement coordinator
- Dean or executive director of the academic unit

The provost will send congratulatory letters to the finalists and nominees on this list. The president will send a congratulatory letter to each unit's recipient. The commencement coordinator follows up with recipients about the reception and student speakers process.

The student: _____

has been nominated by: _____

as its recipient of the Outstanding Student Award.

Signed:

(Chairperson of the Outstanding Student Award Committee at the academic unit)

Date: _____

Revised: 6/17/2014