



Lakehead
UNIVERSITY

Alumni
Engage. Celebrate. Share.

FAQ

How long are nominations kept active?

Nominations will be held on file for up to three years. Should the nominee be unsuccessful after three years, they will then have to be re-nominated. Updates to the nominee's package may be made prior to the March 31st nomination deadline each year.

Who selects the recipients?

Award selections are made by the members of the Governance and Nominations Committee of the Alumni Association Board of Directors. Recipients are then confirmed by the whole Board.

How are the Alumni Award recipients selected?

Many factors go into the final decision when choosing Award recipients. The Alumni Association of Lakehead University, its Board, and its Executive Director, are committed to a fair and equitable nomination process.

Each nominee will be evaluated based on rubrics created to be uniquely applicable to each Award. These rubrics evaluate nominees based on specific criteria, including: overall eligibility, contribution to the University, accomplishments pertinent to the award, contributions pertinent to the award and recognition among their community and their peers.

In addition to the rubric, nominees will also be evaluated on the completeness of their nomination package, letters of recommendation and the brief description provided by the nominator.

I don't know which Award to nominate a recipient for and/or if a person qualifies for an Award?

Each Award category contains a description on who may qualify for an Award, with some restrictions based on date of graduation. Please read these descriptions carefully to ensure the person you are nominating qualifies for the Award. If you are unsure which category a person belongs in, or if they qualify please contact Mark Tilbury, Director Annual Fund and Alumni Engagement.

When will the recipients be notified/announced?

Award winners are contacted by the President of the Alumni Association of Lakehead University in late Spring. Public notice of Award winners is done in conjunction with Lakehead University's Homecoming and Awards Dinner announcements in early Summer.

How will recipients be recognized?

Recipients are recognized at our annual Alumni Honours Evening held each year in conjunction with Lakehead University's Homecoming weekend, and will be presented with their Award by the Alumni Association President. Award recipients will also have the opportunity to make an acceptance speech

at the ceremony, and will have their name added to the Alumni Wall of Recognition located in the Alumni Commons of both the Thunder Bay and Orillia campuses.

In addition, award winners will be recognized online, and in print through features on our website (alumni.lakeheadu.ca), Alumni Magazine *Journey* and our monthly e-zine.

THE NOMINATION DEADLINE IS: March 31st

Nominations can be submitted to:

Mark Tilbury, Director
Annual Fund & Alumni Engagement
Lakehead University
955 Oliver Road
Thunder Bay ON P7B 5E1
Phone: (807) 343-8916; Fax: (807)343-8999
1-800-832-8076
mark.tilbury@lakeheadu.ca

