

AURORA COLLEGE

POLICY

Aurora College may recognize students who have made an outstanding contribution to student leadership, community service and/or academic progress.

PRINCIPLES

1. Recognizing and acknowledging student leadership, community service and/or academic progress is important.
2. Exemplary student achievements, including contribution to campus and community life, should be recognized to continue the tradition of excellence at the College.

PROCEDURES

1. Each Campus may provide one Campus Student Award annually to be presented at Convocation.
2. Nominations for a Campus Student Award may be made by any student, staff member or member of the community to the Director, Student Services.
3. For a student to receive a Campus Student Award, the student must meet the following criteria:
 - i. have successfully completed the program in which s/he is registered full-time;
 - ii. have demonstrated ongoing, responsible behaviour while registered at the College;
 - iii. have demonstrated outstanding contribution to student leadership, community service and/or academic progress; and
 - iv. be in good financial standing with Aurora College.
4. Nominations shall be supported by the appropriate documents. (see Appendix)
5. The Director, Student Services will determine which, if any, nominated student shall be recognized.

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6. The Director, Student Services shall advise the President and the President shall advise the Board of Governors of the names of students selected for Campus Student Awards.
7. The Chairperson of the Board of Governors shall prepare and send a letter of recognition to each of the students receiving an award.
8. A permanent record of this award will be displayed in a prominent location at each Campus.

FACT SHEET

DATES:

1989-02	New policy issued.
1995-08	Policy revised. Policy and Program Committee Motion#PPC3-1996. Board of Governors Motion#BG22-1996. Implemented July 1, 1996.
2011-04-07	New format approved and implemented.
2012-01-31	Policy revised. Board of Governors Motion#BG04-2012. Implemented February 1, 2012.

RELATED POLICIES

J.02 Fees

RELATED AURORA COLLEGE BYLAWS

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Appendix

Campus Student Awards Nomination Form



Campus Student Award Nomination Instructions

The Aurora College Campus Student Awards Program recognizes student leadership, community service, and/or academic progress in Aurora College. The program showcases the achievements of Aurora College students. Any Aurora College employee/student/community member may submit a nomination to the Director, Student Services.

To Make a Submission

1. Fill out the nomination form in this appendix including documentation to support the nomination.
2. Submit this written submission to the Director, Student Services by the third Monday in March.
The written report (3-5 pages) will include the following:
 - Background information
 - Services to the College and/or community derived
 - How success was evaluated
 - Description of this outstanding service/achievement
 - Letter/comments/documentation from program/services
 - Additional supporting documentation
3. A Campus screening committee (appointed by the Director, Student Services) will select a recipient.
4. The Committee Chairperson will inform the Director of the Committee's decision.
5. The Director will inform the President who will forward the information to the Board of Governors.
6. The Board of Governors (upon notice from the President) will send a letter of recognition to the student receiving the award.
7. A permanent record of this award will be displayed in a prominent location at each Campus.

The Recipients

The Board of Governors of Aurora College will make a presentation to honour the recipient(s) at each respective Campus Convocation. The recipients will receive a certificate honouring their achievement at a formal presentation ceremony.



Campus Student Award Nomination Form

Nominee Information

Student Name:	
Program of Study:	
Campus / Community Learning Centre:	
Campus/CLC Address:	
Campus/CLC Tel:	Fax:

For clarification or additional information, contact:

Nominator/Contact Name:	
Nominator/Contact Title:	
Nominator/Contact Signature:	
Tel:	Fax:

Nomination Checklist

Have you included: <ul style="list-style-type: none">• Completed and signed nomination form?• The report (3-5 pages)?• Supporting documentation?
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Submission Information

Complete nomination packages must be received by: Director, Student Services PO Box 600 Fort Smith, NT X0E 0P0 Tel: 867-872-7500 Fax: 867-872-5941 Deadline : third Monday in March
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