Honorary Awards are awarded by the University for the purposes of:

1. formally and publicly recognising the exceptional or distinguished contribution of an individual to the University, the broader society or a field of academic endeavour;
2. enhancing the standing and reputation of the University; and
3. expanding or building on existing relationships.

Honorary Awards are prestigious honours, intended to recognise substantial achievements or contributions by individuals.

Please refer to the [Honorary Awards Policy](https://s30991.pcdn.co/about/wp-content/uploads/sites/5/2025/06/Honorary_Awards_Policy-2.pdf) and [Award of the titles of Emeritus Professor, John Curtin Distinguished Emeritus Professor, John Curtin Distinguished Professor and John Curtin Distinguished Visiting Professor Procedures](https://secretariat.curtin.edu.au/local/docs/Award_of_Titles_EP_JCDEP_JCDP_and_JCDVP_Procedures_May2025.pdf) for further information regarding this Honorary Award and to assist with completing the nomination form.

Although the term ‘Emeritus’ is used in the Honorary Awards Policy and the procedures and in notification and conferral of the award, the recipient may choose to use the title ‘Emeritus’ or ‘Emerita’.

The titles Emeritus Professor and John Curtin Distinguished Emeritus Professor will normally be awarded for life.

An Emeritus Professor or John Curtin Distinguished Emeritus Professor must adhere to the Curtin University Code of Conduct.

## Criteria for Awards

**Emeritus Professor**The nominee:

1. is normally within six months of retirement from academia or has retired from Curtin University for no more than six months; and
2. held the title of Professor at Curtin University (which includes global campuses); and
3. has demonstrated distinguished service and commitment to the University and Curtin’s Values over a period of normally five years of continuous service prior to retirement; and
4. is respected by their peers and colleagues, their discipline/profession and the community.

**John Curtin Distinguished Emeritus Professor**The nominee:

1. is normally within six months of retirement from academia or has retired from Curtin University for no more than six months; and
2. held the title of John Curtin Distinguished Professor at Curtin University (which includes global campuses) at the time of their retirement; and
3. has demonstrated distinguished service and commitment to the University and Curtin’s Values over a period of normally five years of continuous service prior to retirement; and
4. is respected by their peers and colleagues, their discipline/profession and the community.

Please contact the Secretariat on Email: secretariat@curtin.edu.au for assistance with completing this Honorary Award Nomination.

### Award

|  |
| --- |
| **Emeritus Professor** |[ ]
| **John Curtin Distinguished Emeritus Professor** |[ ]

### Nominee details

Nominations will at all stages be treated **confidentially**. A nominator may, however, advise a nominee of their nomination, to enable them to provide information to support the nomination. The nominator must, however, advise the nominee that a nomination does not guarantee that the title will be awarded.

|  |  |
| --- | --- |
| **Title and name** |  |
| **Faculty or Area** |  |
| **Contact phone number/s** |  |
| **Email address** |  |
| **Date of retirement** |  |
| **Position title at time of retirement** |  |

### Statement supporting the nomination, including eligibility criteria

|  |
| --- |
| **Please provide clear and detailed information justifying the nomination and describing how the nominee:*** **has demonstrated distinguished service and commitment to the University over a period of normally five years of continuous service prior to retirement**
* **is respected by their peers and colleagues, their discipline/professions and the community.**

 *(maximum 500 words)* |
|   |

### Summary

|  |
| --- |
| **Please provide a summary of the nominee’s distinguished service and commitment to the University or the rationale for the nomination for the award.** **This information will be provided to Corporate Communications to be used for media releases and news stories (both internal and external).***(maximum 100 words)* |
|  |

### Curriculum Vitae and Referees

**Curriculum Vitae or Summary Profile/Biography**

Please attach a succinct and contextualised summary, as well as an abridged version of the curriculum vitae of the nominee's qualifications, employment history, career highlights, university and community service contributions, significant other awards received, and (where appropriate) publications and other scholarly or professional achievements.

*(Maximum 10 pages)*

 **Referees**

 Please provide two (2) referees who can be contacted regarding the nominee and this nomination as part of the initial due diligence process. Referee reports can be provided with nomination, where available. At least one referee should be external to Curtin.

|  |  |  |
| --- | --- | --- |
|  | **Referee 1** | **Referee 2** |
| **Title and name** |  |  |
| **Occupation/Profession** |  |  |
| **Phone** |  |  |
| **Email address** |  |  |

### Nominator Details and Certification

Only the Vice-Chancellor and Executive Managers\* may provide nominations for the Titles of Emeritus Professor and John Curtin Distinguished Emeritus Professor.

(\* Deputy Vice-Chancellor/Pro Vice-Chancellor/Vice-President/Chief Financial Officer/Chief Strategy and Marketing Officer/Chief Operating Officer/Chief People Officer/Chief Advancement Officer/Chief Legal Officer)

|  |  |
| --- | --- |
| **Name of Nominator** |  |
| **Position Title** |  |
| **Phone** |  |
| **Email address** |  |
| **Length of time the nominator has known the nominee** |  |
| **Nature of relationship the nominator has with the nominee** |  |

I certify that the information provided on this nomination form is accurate, and to my knowledge, the nominee is of good fame, integrity and character and demonstrates Curtin’s Values.

|  |  |
| --- | --- |
| **Signature of Nominator** |  |
| **Date** |  |