#### Honorary Awards Nomination FormHonorary Doctor of the University

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/5/2022/11/Honorary_Awards_Policy.pdf) and [Honorary Doctorate Procedures](https://s30991.pcdn.co/about/wp-content/uploads/sites/5/2023/09/Honorary_Doctorate_Procedures-1.pdf) for further information regarding this Honorary Award and to assist with completing the nomination form.

1. **Nominee’s Details**
2. An Honorary Doctorate will not normally be awarded to a person who is a serving member of Council, a current member of the University staff, or a serving Federal, State or local government politician (or the international equivalent).
3. Nominations must at all stages be treated confidentially. A nominee must not be advised of or consulted about their nomination at any stage.

|  |  |
| --- | --- |
| **Title** |  |
| **First name** |  |
| **Last Name** |  |
| **Occupation/Profession** |  |
| **Postal address** |  |
| **Contact phone number/s** |  |
| **Email address** |  |

1. **Nominator’s Details**

Council members and staff of the University may provide nominations for Honorary Doctorates:

1. Nominations made by a member of Council, the Vice-Chancellor or an Executive Manager\* may be submitted directly to the Council Secretary;
2. Nominations made by other members of staff must be submitted to the Council Secretary through their Executive Manager\*

(\* Vice-Chancellor/Deputy Vice-Chancellor/Pro Vice-Chancellor/Vice-President/Chief Financial Officer/Chief Strategy Officer/Chief Legal Officer).

|  |  |
| --- | --- |
| **Name of Nominator** |  |
| **Position Title** |  |
| **Contact phone number/s** |  |
| **Email address** |  |
| **Name of Executive Manager\*** |  |
| **Position title** |  |
| **Contact phone number/s** |  |
| **Email address** |  |

1. **Nomination for Honorary Doctorates**

 Honorary Awards that may be conferred by Council are:

Please tick

|  |  |
| --- | --- |
| **Honorary Doctor of the University** (HonDUniv (Curtin)) |  |
| **Honorary Doctor of Arts** (HonDArts (Curtin)) | Use the appropriate [nomination form](https://secretariat.curtin.edu.au/awards/resources.html) |
| **Honorary Doctor of Commerce** (HonDComm (Curtin)) | Use the appropriate [nomination form](https://secretariat.curtin.edu.au/awards/resources.html) |
| **Honorary Doctor of Engineering** (HonDEng (Curtin)) | Use the appropriate [nomination form](https://secretariat.curtin.edu.au/awards/resources.html) |
| **Honorary Doctor of Laws** (HonDLaws (Curtin)) | Use the appropriate [nomination form](https://secretariat.curtin.edu.au/awards/resources.html) |
| **Honorary Doctor of Letters** (HonDLitt (Curtin)) | Use the appropriate [nomination form](https://secretariat.curtin.edu.au/awards/resources.html) |
| **Honorary Doctor of Medicine** (HonDMed (Curtin)) | Use the appropriate [nomination form](https://secretariat.curtin.edu.au/awards/resources.html) |
| **Honorary Doctor of Science** (HonDSc (Curtin)) | Use the appropriate [nomination form](https://secretariat.curtin.edu.au/awards/resources.html) |

1. Each of the Honorary Doctorates has a different focus, but all are of equal status.
2. Honorary Doctorates will normally be conferred in perpetuity.
3. **Eligibility for Honorary Doctorates**

 Please provide clear and detailed information justifying the proposed honorary award against the specific criteria.

* 1. **Honorary Doctor of the University** (HonDUniv (Curtin))

 The criteria for the award of Honorary Doctor of the University are:

|  |
| --- |
| 1. **Exceptional service to the University, usually over a sustained period of time.**

*(maximum 500 word)* |
|  |

and

|  |
| --- |
| 1. **Exceptional record of service to professional and/or public life.**

*(maximum 500 word)* |
|  |

**5.0 Summary** *(maximum 300 words)*

Please provide a summary of claims against the selection criteria. This will inform the citation to be read out at the time of presentation of the honorary award.

**6.0 Inscription for Award Certificate** (*maximum 28 words)*

This is the inscription to be printed on the award certificate. It reflects the rationale for the conferral of the honorary award.

**7.0 Certification**

7.1 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)

CV or Summary Profile **Attached**:

7.2 Length of time the nominator has known the nominee:

|  |
| --- |
|  |

7.3 Nature of relationship the nominator has with the nominee:

|  |
| --- |
|  |

7.4 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 included with the nomination, where available.

|  |  |
| --- | --- |
| **1. Referee:** |  |
| **Title** |  |
| **First name** |  |
| **Last Name** |  |
| **Occupation/Profession** |  |
| **Contact phone number/s** |  |
| **Email address** |  |

|  |  |
| --- | --- |
| **2. Referee** |  |
| **Title** |  |
| **First name** |  |
| **Last Name** |  |
| **Occupation/Profession** |  |
| **Contact phone number/s** |  |
| **Email address** |  |

I certify that the information provided on this nomination form is accurate, and to the best of my knowledge, the nominee is of good character and embodies the values of the University.

|  |  |
| --- | --- |
| **Name of Executive Manager** |  |
| **Signature of Executive Manager** |  |
| **Date** |  |

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