

University Advisors and Counselors

ADVISING TEAM AWARD NOMINATION FORM

The purpose of the Advising Team Award is to recognize the advising team which has made notable and outstanding contributions towards Student Advising. The contributions can be through an advising team's support of advisor professional development, enhancement of communication methods between advisors, advisor training, and development of programs. Excellent student advising contributes to the overall improvement of our educational environment. Nominations for the Advising Team Award **MUST** be made by the AOC Dean or his/her designee of the advising team's college or division (one nomination per College or Division allowed).

Team/Program/Office: _____

Nominator Name (AOC Dean or Designee): _____

Nominator Email: _____ **Nominator Phone:** _____

Nominator Campus Mail Stop: _____

The nomination packet must include the following:

____ Completed Nomination Form

____ A letter of support from nominator consisting of no more than five (5) double-spaced pages describing this team's approach to student advising, successes in advising, and reasons for being considered for this award. This letter should address as many of the characteristics listed in the nomination instructions as practical.

____ Two (2) ONE-PAGE letters of support along with any other materials attesting to and describing in detail the knowledgeable and high quality advising provided by this team. Letters may be from faculty, staff, administrators, or students.

Please note:

Submit only three (3) letters total. Letters should be typed using 12 point font, and at least one of the letters must be from a current student. A nomination packet which does not follow the criteria in format or number of items submitted will not be considered.

Nomination packets should be emailed to Vince Hernandez, Awards Committee Chair at vhernandez@tamu.edu.

The deadline to submit nominations is 5:00PM, **Friday, March 23, 2018.**

Late or incomplete submissions will not be considered.

The Advising Team Award will be presented during the University Advisors and Counselors Awards Breakfast on May 7, 2018.