

COE Outstanding Undergraduate Academic Advisor

Cover Sheet

Date: \_\_\_\_\_

NOMINEE INFORMATION

Name \_\_\_\_\_

Dept \_\_\_\_\_

Title \_\_\_\_\_

Email \_\_\_\_\_

Campus Address \_\_\_\_\_

Phone \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Years as an advisor \_\_\_\_\_

Academic advising is the primary responsibility  Yes  No

Date of Initial Appointment \_\_\_\_\_

Approximate % of time assigned to advising \_\_\_\_\_

Average number of students advised per term \_\_\_\_\_

\_\_\_\_\_

Tenured or tenure-track faculty

Classified staff or any other non-tenure-track advisor

NOMINATOR INFORMATION

Please type in the information below (if necessary, use additional space provided on second page):

Nominator #1: \_\_\_\_\_

Dept: \_\_\_\_\_

Email: \_\_\_\_\_

Phone: \_\_\_\_\_

Nominator #2: \_\_\_\_\_

Dept: \_\_\_\_\_

Email: \_\_\_\_\_

Phone: \_\_\_\_\_

NOMINATION CHECKLIST

- Cover Sheet
- Cover Letter
- One-page Biographical Sketch of Nominee
- Nominee’s Personal Statement on Advising
- Current Letters of Support

Please note: Materials must address this award and items 2-5 above should total no more than eight pages, front and back.

NOTE: Scan materials as PDF files. To attach to this application, click “Document – Insert Pages,” then search for and insert the file. Please attach to the end of the application. If unable to attach to this cover sheet please send as a separate document in the email or, in the case of submission on CD, as a separate file on the CD.