**APPENDIX 1**

**NOMINATION FORM**

**PROFESSOR EMERITUS**

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| **CONFIDENTIAL** |
| **Name of Nominee:** |  |
| **Contact Details for Nominee:** |  |
| **Date:** |  |
| **Award:** | Professor Emeritus |
| **Name(s) of Nominator(s):** |  |
| **Contact Details for Nominator(s):** |  |
| **Nominator(s) category (please tick box(es) as appropriate)** |
| □ Member of Council |
| □ Member(s) of staff of University |

**Evidence of Outstanding Service**

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| The *Professor Emeritus and Other Courtesy Titles Policy* requires that a nominee for the award of the title Emeritus Professor have demonstrated outstanding service in each of the following ways:Please tick to confirm that the nominee meets each of these criteria |
| □ | maintaining an international reputation for academic distinction  |
| □ | having demonstrated significant contributions and commitment to the University and its core values. |
| □ | Intending to continue contributing to the scholarship and professions which are valued by the University. |
| **Summary of Submission**Brief supporting statement outlining the reasons for the appropriateness of the award of title of Emeritus Professor, based on the three criteria listed above.A full submission is to be attached including further detail addressing the criteria outlined in clause 2.1 of the *Professor Emeritus and Other Courtesy Titles Policy.* |
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| **Pro Vice-Chancellor Comment**The Pro Vice-Chancellor of the Faculty where the nominee worked.Name:Position:Date: |
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### Checklist for the Submission of Additional Information

Please use the checklist below to prepare appropriate supporting documentation for the nomination.

Supporting documentation must provide evidence of distinguished service.

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| --- | --- | --- |
| □ | Nomination form completed | All details provided, including a comment from the relevant faculty Pro Vice-Chancellor. |
| □ | Full detailed submission attached | A full submission is attached that addresses the required content set out in the *Professor Emeritus and Other Courtesy Titles Policy.* |
| □ | Curriculum Vitae of nominee  | CV is only required if publicly available. |
| □ | Additional information | Other appropriate supporting material is attached e.g. Statements of support from peers/professional bodies (references), excerpts from publicly available material such as: media reports, websites, books, newspaper or magazine articles. |

Privacy legislation may restrict information available. Further information can be found at the following URLs:

<http://www.austlii.edu.au/au/legis/nsw/consol_act/papipa1998464/>

<http://www.agd.nsw.gov.au/lawlink/privacynsw/ll_pnsw.nsf/pages/PNSW_index>

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