

THE AUSTRALIAN NATIONAL UNIVERSITY

UNIVERSITY MEDAL – 2011 END OF YEAR COMPLETION OF HONOURS

Nomination Form

The University awards medals to recognise outstanding candidates for the degree of bachelor in the ANU Colleges, provided they obtain first class honours of sufficient distinction supported by a distinguished academic record.

There is no maximum or minimum number of University Medals in any round or per Honours program.

Nominations may be made directly by Heads or Directors of Departments, Schools, Centres, Programs, Institutes and the Dean of Law.

IMPORTANT INFORMATION

When the forms are due:

Determination of these awards will be made by the University Awards Committee. In order to be considered at the Mid Year meeting this form and attachments must be received by

CLOSE OF BUSINESS: TUESDAY 29 NOVEMBER 2011

Where the forms are due:

All nominations and supporting material should be marked '*confidential*' and submitted to the Prizes Office, Examinations, Graduations, Prizes and Timetabling, Division of Registrar and Student Services, Lower Ground Floor, Melville Hall (12).

Please deliver by hand or electronically – do not put into the mail.

Formatting of nominations:

The papers are copied for the members of the Committee so

The original documents must be single sided and not stapled; and

If there is more than one nomination from an area please include only one set of tables, not one set per nominee.

All information as outlined on page two will need to be included so the Committee can make its decision.

PLEASE NOTE:

It is important to note that, as this award is for achievement in Honours, nominations should be made in the year of completion of Honour so that the nominees are being considered with their honours cohort. A student in a combined program may be nominated for a University Medal before they have completed the second part of their combined degree program.

Enquiries to the Prizes Office - Email: prizes@anu.edu.au
Andrea Firth Ext x55595 or Emelia Ciampa Ext x54997

UNIVERSITY MEDAL NOMINATION – END OF YEAR 2011

Please submit documents by cob Tuesday 29 November 2011

Please complete the items below and, where appropriate, attach requested documentation.

Recommendation for: **(Name in full)**

Student ID: College:

Honours Program: Completion:

Check list

Please make sure all areas have been completed and/or attached.

In order for a student to be considered for a medal, the Committee requires...

- a list of all Honours candidates who achieved a result of First Class Honours and were enrolled in the same Honours Program and cohort as the nominated student

If some of those students on the above list are not being nominated, a brief statement saying why they were not considered to be of sufficiently high merit would greatly assist the Committee

- a list of all students whose results have not been finalised, setting out when finalisation is expected.

The attached table should be completed for the nominees.

The Prizes Office will be able to assist if you have any questions and will be able to supply a table populated with the past nominee information.

The nomination needs to include...

- a comment comparing the nominee with previous medallists or previous outstanding honours graduates from the nominating area, across **all** Honours components, (results in coursework components of Honours and thesis component) as well as the nominator's assessment of quality and performance.
- a comment about the complete academic record of the nominated student including, where relevant, exchange program results and an explanation about how those results compare with the rest of the nominee's record
- an assessment of the overall quality of work produced in the major field of study for Honours (thesis/sub-thesis/research paper)
- an assessment of the quality of the nominee's Honours Year work including details of the Honours Year coursework completed by the student, the results **and** specific details of the weighting of the various components of the Honours Year which have been used in compiling the final result
- all final Honours Year examiners' reports in full for all students nominated. Please identify the examiners.

