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**Confidentiality:**

The UFV Alumni Association Board of Directors will keep all submissions received confidential.

**Eligibility and criteria:**

The nominee must meet the following criteria:

1. Meet the definition of alumni as defined in the Alumni Association By-laws 1. (e)  
- graduated with a masters degree, bachelors degree, diploma, certificate or citation from FVC, or the UCFV, or the UFV, or who prior to January 1, 2004, completed 30 or more credits.
2. The nominee must not have reached 35 years of age before April 1, of the year in which the award is presented.
3. Demonstrated distinct excellence, in one or more of the following areas:
  - Community, national, and international contributions
  - Commitment to others
  - Acting with selflessness and/or courage
  - Leadership
  - Creativity/innovation
4. The candidate selected to receive the Distinguished Alumni Award for Young Alumni must attend the presentation ceremony to receive the award.
  - Except in rare circumstances: posthumous award or unexpected illness or emergency
5. The nominee grants the Alumni Association permission to validate any claims made in the nomination package.

**Exclusions from Eligibility:**

- Members of the UFV Board of Governors and UFV Senate
- Members of the UFV Alumni Association Board of Directors and UFV Alumni Relations office staff
- Active politicians

The Alumni Association reserves the right to revoke the award should circumstances arise that unfavourably affect the reputation of the UFV Alumni Association.

### **Nomination Package**

A valid nomination package will reflect the terms of reference outlined in the **Eligibility and criteria** section above, and consist of the following:

1. One completed Nomination Form.
2. One completed Nominee Release Form signed by the nominee to:
  - Let his/her/zir name stand in nomination
  - Agree to attend the presentation ceremony if selected to receive the Distinguished Alumni Award
3. Minimum of two (2) letters of reference from community members.
4. Up to a maximum of three (3) supporting documents, submitted by the nominator. (*i.e. current resume/curriculum vitae, newspaper/magazine articles, other awards or recognition*).

The pool of eligible candidates shall be those who submitted their application by the closing date – **May 1**.

### **Nomination packages may be submitted:**

- **Electronically, by emailing [alumni@ufv.ca](mailto:alumni@ufv.ca)**
- **In person at the Alumni Relations Office, room B214T**
- **By mail, at the address below**

Alumni Relations Office  
University of the Fraser Valley  
33844 King Road  
Abbotsford, BC, V2S 7M8

Fax: (604)859-6653

Email: [alumni@ufv.ca](mailto:alumni@ufv.ca)