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| **TEACHING & LEARNING EXCELLENCE AWARDS**  **APPLICATION FORM**  **Due Date:** Tuesday, March 28, 2023 |

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| **APPLICANT DETAILS** | |
| **Name:** Click here to enter text. | |
| **Department:** Click here to enter text. | |
| **Signature:** | **Date:** |

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| **AWARD CATEGORY APPLIED FOR** *please check* ***one*** *only (see p. 2 for eligibility criteria)* | |
| Sustained Excellence in Teaching |  |
| Sessional Excellence in Teaching |  |
| Leadership in Teaching and Learning\* |  |
| *\* In the 2023 round, applications in this category are accepted for either informal or formal leadership.* | |
| **NOMINATION** *please check* ***one*** *only* | |
| I am self-nominating  I have been nominated by a peer: Click here to enter their name & email address  I have been nominated by at least *four former* students: Click here to enter their names & email addresses  I have been nominated by my Supervisor/Chair: Click here to enter their name & email address | |
| **COMMUNICATION** | |
| I have informed my Chair about my nomination and application (peer, student, or self-nomination)  I am willing for my department to be made aware of my application (non-obligatory) | |

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| **ELIGIBILITY** | |
| **Start Date at UCW:** Please add month and year. | |
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| **Comments (optional):** |  |

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| **LEADERSHIP ROLES** *to be completed by* ***applicants in the Leadership category only*** *(see p. 2 of guidelines for definitions and details)* |
| Formal leadership is part of my position profile (formal leadership application)  I do not hold a formal leadership position (informal leadership application) | |

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| **PORTFOLIO WORD COUNT**  *Excludes this form, but includes the two endorsement letters, each no longer than one page as well as other text in the portfolio (e.g., tables of contents, reference lists, footnotes, tables, and images which are predominantly text).* |
| **Word count:** Click here to enter text. |

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| Submission Checklist |

*Applications are to be submitted electronically only. To be considered for an award, ALL applicants, regardless of how they are nominated must submit a portfolio as per the award procedures, in addition to endorsement statements and this completed form.*

* Provide **a single collated** **PDF** copy of the following documents (preferably collated as a single file):

1. This Application Form as the cover page (scanned is fine)
2. Two (2), one-page statements from each of your endorsers or groups of endorsers (one letter with multiple signatures) (scanned is fine)
3. Your Portfolio

* In addition, provide a **MS Word** copy (or equivalent)of the Portfolio only for verification of the word count. Portfolios which are in excess of the 5,000-word limit will not be accepted.
* Send your electronic documents by email to UCW Senate Secretariat [senate@ucanwest.ca](mailto:senate@ucanwest.ca)