

## SERVICE AWARD NOMINATION FORM

The DE-DC-MD ASFAA Executive Board invites nominations for the 2006-2007 Service Award. We will recognize the awardee at the fall 2006 DE-DC-MD Conference. Please complete and return the form **by October 4, 2006**.

**PLEASE SEND YOUR NOMINATIONS TO:**

Ms. Vicki Smith Student Financial Aid Office Allegany College of Maryland 12401 Willowbrook Road Cumberland, MD. 21502 FAX 301-784-5010	<b>Return Date:</b> <b>October 4, 2006</b>
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### *Service Award – Service to the Profession*

The Service Award shall be given annually to a regular or associate member in good standing, who, through active participation on Association Committees or other organized activities, has contributed to the betterment of the Association in one or more of the following ways:

- Increasing member participation
- Enhancing the image of the Association within the financial aid, secondary school, and/or higher education communities
- Promoting professional development of the membership.

The recipient of this award should not be a current Executive Board officer. Committee chairs are eligible for nomination.

### *Selection Procedures for Service Award*

- An Executive Board member or a Committee Chairperson must make the nomination for the Service Award.
- Each nominator will be permitted one nomination. The Executive Board shall consider the nominees and select a recipient.
- The recipient shall be honored with a suitable plaque at the DE-DC-MD ASFAA Fall Conference. Until announced at the Conference, the recipient's name shall be kept confidential.
- The Service Award need not be awarded during any particular year, if agreed upon mutually by the Executive Board.

# SERVICE AWARD NOMINATION FORM

NAME OF NOMINEE: _____	
NOMINEE TITLE: _____	SCHOOL/AGENCY: _____

1. Please explain why the nominee is qualified to receive the Service Award:

2. Is the nominee a regular or associate member of the association? Yes  No

3. Is the nominee an active member of any committee in DE-DC-MD ASFAA? Yes  No

If yes, list the committee membership \_\_\_\_\_

4. Describe in five (5) sentences **how the nominee increased membership participation** in the DE-DC-MD ASFAA.

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5. Describe in five (5) sentences **how the nominee has enhanced the image of the association** within the financial aid community, secondary school and/or higher education community.

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6. Describe in three (3) sentences **how the activity promotes the professional development** of the membership. Include one major activity example.

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Thank you for taking the time to nominate a candidate for this award. Please complete the following information about yourself should the committee require additional information.

Name: \_\_\_\_\_ (Print or type) \_\_\_\_\_ (Signature)

Institution: \_\_\_\_\_ Phone Number: \_\_\_\_\_

Email address: \_\_\_\_\_ Date: \_\_\_\_\_

Revision Date: 9/20/2006