**AAUT TEACHING AWARD NOMINATION TEMPLATE**

# **SECTION 1: COMPLETED NOMINATION FORM**

*Note: The Nomination Form reports administrative information, includes a declaration from the nominee and institution and acts as a cover sheet for the nomination.*

*The completed Nomination Form must have all boxes ticked, including the checkbox for signature, by the following:*

* *Head of School/ Faculty*
* *Deputy Vice-Chancellor (Academic) or their nominated delegate*
* *Institutional Contact Officer*

# **SECTION 2: MAIN HEADING: CLAIMS AGAINST ASSESSMENT CRITERIA** (Maximum of 4 pages)

## **SUBHEADING 1: PROPOSED CITATION**

*Note: Proposed citation of up to 25 words, which includes the discipline or field of work and the distinctive contribution of the nominee or team. The concise Citation description must:*

* *written in the third person;*
* *avoid jargon and use plain English; and*
* *inform the broadest possible audience about the work of the nominee/team.*

*Please note that hyphenated words will be counted as one word.*

## **SUBHEADING 2: OVERVIEW**

*Note: This is a short overview of the nominee’s contribution and its context.*

## **SUBHEADING 3: STATEMENT ADDRESSING THE ASSESSMENT CRITERIA**

*Note: In this section, the nominee/team must* ***address all four criteria*** *under their* ***one selected category.
Include a subheading for the selected CATEGORY and each CRITERION****.
Provide supporting evidence including impact on student learning.*

### **SUBHEADING 3.1: ‘Insert selected category here’**

**CRITERIA A:** Positively impacted on student learning, student engage mentor the overall student experience for a period of no less than three years (two years for early career), not including time taken for development or trial of any activity.

**CRITERIA B:** Gained recognition from colleagues, the institution, and/orthe broader community.

**CRITERIA C:** Shown creativity, imagination and/or innovation, irrespective of whether the approach involves traditional learning environments or technology-based developments.

**CRITERIA D:** Drawn on the scholarly literature on teaching and learning to inform the development of initiatives, programs and/or practice.

## **SUBHEADING 4: REFERENCE LIST**

*Note: Nominees should use their preferred recognised reference style throughout and include a reference list within the four pages. Links to reference lists online will not be reviewed by assessors.*

# **SECTION 3: TEAM STATEMENT (maximum 1 page)**

*Note: For team nominations only.*

# **SECTION 4: REFERENCE LETTERS (x 2, maximum 1 page each)**

*Note: Letters are provided to comment on the contribution to student learning against the assessment criteria.*

# **PHOTO REQUIREMENTS**

*An up-to-date, formal digital photograph of the individual nominee or team (collage group photo) must be submitted with each nomination, in line with the following specifications:*

* *In colour*
* *Background colour: White (preferred)*
* *Image definition parameters: Head and shoulders only*
* *Image resolution: 300dpi at 10cm by 10cm or 1200px by 1200px*
* *File Format: JPEG*
* *File size: Between 1MB and 10MB*