2013-2014 UAAC Outstanding Academic Advisor Awards

Deadline: March 7, 2014

Two awards shall be given: one award to advisors with a total of three years’ experience or less and one award to advisors with more than three years’ experience.

Nominator Section

Name

Title ___________________________ Department ___________________________

Email ___________________________ Phone ________________________________

Nominee Section

Name

Title

Department

Email ___________________________ Phone ________________________________

Nominee has served in advisor role _______ years, with ______ years at the University of Utah.

Nomination Packet Should Include:

1) Letter(s) of recommendation that illustrate how the nominee fulfills the criteria
2) At least one letter from a student advisee
3) Permission to Release Letter of Support form for each letter submitted
4) A current resume or vitae
5) Other supporting documentation to support the criteria below

Criteria:

• Approaches advising as teaching
• Strong interpersonal skills
• Available to advisees
• Makes appropriate referrals
• Uses and disseminates appropriate information sources
• Caring, helpful attitude toward advisees, faculty, and staff
• Works with students outside of office in formal University-related activities
• Monitors advisee progress toward academic and career goals
• Mastery of institutional regulations, policies, and procedures
• Participates in and supports advisor development programs
• Proactive; builds relationships with advisees and follows up
• Practices developmental advising

Send all nomination materials to:

Michael Santarosa, Registrar’s Office, 250 SSB   msantarosa@sa.utah.edu
UNIVERSITY OF UTAH

Permission to Release Letter of Support

Criteria for UAAC Outstanding Academic Advisor Awards:
• Approaches advising as teaching
• Strong interpersonal skills
• Available to advisees
• Makes appropriate referrals
• Uses and disseminates appropriate information sources
• Caring, helpful attitude toward advisees, faculty, and staff
• Works with students outside of office in formal University-related activities
• Monitors advisee progress toward academic and career goals
• Mastery of institutional regulations, policies, and procedures
• Participates in and supports advisor development programs
• Proactive; builds relationships with advisees and follows up
• Practices developmental advising

Thank you for your willingness to write a letter of support for _______________________.
Please fill out this form and attach it to your letter.

I do ____ do not ____ give permission to the University of Utah to provide this letter of support to Awards Committees external to the University of Utah.

I do ____ do not ____ give permission to the University of Utah to release a copy of this letter to the individual I am supporting.

______________________________________________________________
Print Name

Date

______________________________________________________________
Signature

Your Email Address:______________________________________________________________

Your Phone Number:______________________________________________________________