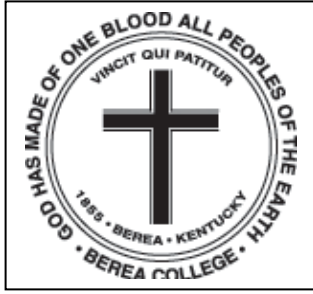




**BEREA  
COLLEGE**  
Office of Alumni  
Relations

*Awards Program*

Berea College Office of Alumni Relations  
CPO 2203  
Berea College  
Berea, Kentucky 40404  
(859) 985-3104  
E-mail: [mae\\_suramek@berea.edu](mailto:mae_suramek@berea.edu)



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### **Award List and Criteria**

#### **DISTINGUISHED ALUMNUS AWARD:**

This award is given to alumni who have (1) achieved distinction in their chosen field; and (2) by application of principles fostered at Berea have done much to enrich the lives of others.

#### **OUTSTANDING YOUNG ALUMNUS AWARD:**

This award is given to alumni during or prior to their twentieth class reunion year, and whose achievements in career, public service and volunteer activities are worthy of recognition and have brought honor to the College.

#### **ALUMNI LOYALTY AWARD:**

This award is given to alumni who have rendered outstanding service to, and demonstrated loyal interest in, Berea College.

#### **HONORARY ALUMNUS AWARD:**

This award is given to non-alumni in recognition of their outstanding service to, and demonstrated loyal interest in, Berea College.

#### **RODNEY C. BUSSEY AWARD OF SPECIAL MERIT:**

This award is given to alumni who have been employed by the College and are recognized for their outstanding service, demonstrated loyal interest and extraordinary quality of work to the Berea College Family.



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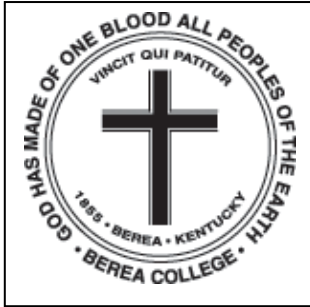
## **Award Nomination Process**

### ***General Criteria:***

1. Current members of the Berea College Alumni Relations staff and Executive Council, are ineligible to receive an Alumni award.
2. The nominations are reviewed by the Alumni Association Executive Council Awards Committee, which acts as an impartial evaluator and does not participate in the nomination process.
3. Award nominations will be carried over for three years, if not selected the first year of nomination consideration or until relevant age limitation is reached.
4. Recipients are generally expected to return to campus to attend the awards ceremony for which they are being honored.

### ***Nomination Process:***

1. Nomination packets to include Nomination Form and Awards List will be sent to staff, faculty, and all nominators who made informal nominations in this year.
2. Solicitations for nominations will also be made through the Alumni E-newsletter, the Berea College Magazine, and other appropriate means of electronic and written communications.
3. At the given deadline, all Nomination Forms will be reviewed for completion by the Alumni Director.
4. All nominees will be sent a Nominee Questionnaire and Resume/Vitae Request to be completed and returned to the Alumni Association by a given deadline.
5. Any needed additional research will be conducted by the Prospect Development/Research department.
6. All nomination materials will be compiled and sent to members of the awards committee for review and selection by use of a Nomination Rating Form.
7. Awards committee will meet (during Summer Reunion or Homecoming) to review final ratings and make final selections.
8. Letter of Congratulations sent to selected recipients.
9. Letter of Regret and Certificates sent to all nominees who were not selected as award recipients.
10. Names of nominees who were not selected as award recipients will remain under active consideration for a period of 3 years from the date of his/her nomination.



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**Award Nomination Form**

Any interested person may submit a nomination for a Berea College Alumni Award. Because evaluations are based solely on the written nomination, nominators will want to ensure that submitted materials adequately describe the nominee's qualifications for the award.

All nominations should include: (1) an Alumni Relations Award Nomination Form; and (2) a one-page Nomination Letter describing the qualifications that make the nominee deserving of the award.

- Current members of the Berea College Alumni Association staff and Executive Council, are ineligible to receive an Alumni award.
- The nominations are reviewed by the Alumni Association Executive Council Awards Committee, which acts as an impartial evaluator and does not participate in the nomination process.
- Award nominations will be carried over for three years, if not selected the first year of nomination consideration or until relevant age limitation is reached.
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Title of Award: *(See attached Award List for awards and criteria)*

\_\_\_\_\_

Name of Candidate: \_\_\_\_\_

Date of graduation/attendance: \_\_\_\_\_

Address: \_\_\_\_\_

Home telephone: \_\_\_\_\_

Business telephone: \_\_\_\_\_ E-mail address: \_\_\_\_\_

\*\*\*\*\*

Name of Nominator: \_\_\_\_\_

Address: \_\_\_\_\_

Home telephone: \_\_\_\_\_

Business telephone: \_\_\_\_\_ E-mail address: \_\_\_\_\_

Please send all nomination materials to: Mae Suramek, Berea College Office of Alumni Relations, CPO 2203, Berea, KY 40404