

**Honorary Degree Nomination Form**

*This form is presented in two parts:*

***Part 1****, which is for information and outlines the procedure for preparing and submitting a nomination; and,* ***Part 2****, which must be completed and submitted.*

*Additional information about recommending candidates for Honorary Degrees can be found at:* [*http://www.uregina.ca/president/executive-team/ed-governance-univ-secretary/honorary-degrees/index.html*](http://www.uregina.ca/president/executive-team/ed-governance-univ-secretary/honorary-degrees/index.html)

**PART 1 – Nomination Process and Submission – FOR INFORMATION**

**Who can nominate?**

* Any member of the public or the University community may submit a nomination to the Joint Committee of Senate and Council on Ceremonies (Ceremonies Committee).

**Who can be nominated?**

* Anyone can be nominated, except for:
	+ Current members of the Board of Governors or Senate (excluding Chancellors Emeriti)
	+ Current or recent members of faculty or staff of the University
	+ Current students
	+ Current holders of elected office at any level (such as municipal, provincial, or federal)

**How and to whom is a nomination form submitted?**

* A complete Nomination Form is required – incomplete submissions will be returned to the nominator.
* Forms should be completed on-line and submitted electronically to:

Joint Committee of Senate and Council on Ceremonies

Administration-Humanities Building, Room 509

University of Regina, Regina, SK S4S 0A2

E-mail: convocation@uregina.ca

Telephone: 306-585-4956

**What is the deadline for submission of nominations?**

* Nominations will be accepted at anytime throughout the year, but, in order for a nomination to be considered at the Ceremonies Committee annual meeting (usually in May), it must be submitted **prior to March 31.**

**What happens to the nomination form after it has been received?**

* Nominations will be presented to the Joint Committee of Senate and Council on Ceremonies and will either be recommended to Council and Senate for approval, or be rejected by the Ceremonies Committee.
* Nominations and all information submitted will be treated as confidential.
* Nominators will not be advised of the status of their nomination(s).
* If a nominator informs the nominee, or anyone else, about the nomination, it must be on the basis that such communication is to be treated as strictly confidential and that such nomination is but a first step in the process which may or may not result in an honorary degree being granted.

**PART 2 – Nomination - COMPLETE AND SUBMIT**

***Note****: The University of Regina collects information under the authority of The University of Regina Act and in accordance with the Local Authority Freedom of Information and Protection of Privacy Act and the Personal Information Protection and Electronic Documents Act. This information is collected by the Joint Committee of Senate and Council on Ceremonies. By submitting this form, you are consenting to the University of Regina using this information for the purpose of determining an individual’s suitability for an honorary degree.*

**Categories of Nominations:**

The Ceremonies Committee will consider the following when selecting candidates:

(Select all that apply)

 A Saskatchewan or prairie figure, well known and respected regionally for distinguished work which has earned him or her a reputation in public service.

 A distinguished person from a professional field or the creative arts field who is recognized as having achieved a reputation for excellence.

 A scientist, humanitarian, public servant or public figure who is recognized nationally or internationally for distinguished work and reputation.

 A visionary leader whose presence at Convocation would be inspiring to the graduating class.

 On occasion, special efforts may be made to mark the time or circumstance by placing special emphasis on some particular field of endeavour. If that is the intention of this nomination, please specify what occasion or circumstance is being acknowledged:

Insert Special Occasion, if applicable

**Nominee Information:**

Insert Name

Street Address or Box Number

City Province/State Country Postal/Zip Code

Business Phone: Business Home: Home Cell: Cell

E-mail

Degree(s) held by the Nominee:

Insert Degrees, including awarding institution and year (if known)

**Summary Statement:**

In one or two sentences, summarize why the nominee’s extraordinary achievements or significant service to society sets a standard of excellence and merits the University’s highest honour.

Insert Summary Statement

**Biographical Summary** (include the following):

* Career – positions held, including academic, professional, business, volunteer, etc.
* Notable achievements
* Previous awards of recognition
* Community involvement activities
* Connection to the University of Regina or Province of Saskatchewan (if any)
* Detailed biographical information (attach curriculum vitae where possible)

Insert Biographical Summary

**References** (optional - maximum three) - The Ceremonies Committee will contact these individuals only if necessary:

Insert Name Phone Number(s)

Insert Name Phone Number(s)

Insert Name Phone Number(s)

**Nominator Information:**

Insert Name

Street Address or Box Number

City Province/State Country Postal/Zip Code

Business Phone: Business Home: Home Cell: Cell

E-mail

 Click here to enter date signed

Signature