



Conditions of The School of Business Alumnus of the Year – Service

The School of Business Alumnus of the Year – Service (*Prize*) is administered in accordance with the following Conditions:

1. NAME OF PRIZE

The School of Business Alumnus of the Year – Service.

2. PURPOSE OF PRIZE

One Prize will be awarded annually to an Alumnus of the School of Business Fremantle Campus to acknowledge extraordinary achievements or contributions by the recipient evidencing impact and leadership in a sector of society of which they are part, in alignment with the Objects of the University.

3. VALUE OF PRIZE

The Prize consists of a certificate of recognition and a token gift.

4. ELIGIBILITY REQUIREMENTS

The recipient of the Prize must:

- a) Be a former student of the School of Business, Fremantle campus; and
- b) Have successfully completed any academic program offered by the School.

5. NOMINATION PROCESS

- a) A call for nominations will be issued through both the School of Business' formal and informal networks (Staff), and the Office of University Relations (Alumni) by November.
- b) Candidates for the awards need to be nominated by either a School of Business alumnus or a current or former staff member of the School of Business or University of Notre Dame Australia by completing the relevant Nomination Form.
- c) Nominees must accept the nomination in writing on the aforementioned Nomination Form.

6. BODY RESPONSIBLE FOR SELECTION

The Selection Committee for the Prize will comprise:

- a) Senior members of staff, including adjuncts; and
- b) An alumni representative.

7. DETERMINATION OF RECIPIENT

- a) The Dean of School of Business, or nominee, will determine which alumnus is most outstanding in respect of the eligibility requirements set out in these Conditions.
- b) The Dean will make a recommendation to the Head of Campus for their consideration.
- c) The decision of the Head of Campus will be final.
- d) If the Head of Campus determines that no suitable nomination has been received in any given year it reserves the right to not award the Prize.

8. ADMINISTERING BODY

The Prize is administered by the School of Business, and the Office of University Relations, Fremantle.

9. CONCURRENT PRIZES

The Prize may be held concurrently with other awards.

10. AWARDING PROCEDURE

The Prize shall be presented annually at the School of Business Awards Ceremony.

11. PRIVACY

The University will collect, use, hold and disclose personal information in accordance with the Privacy Act 1988 (Commonwealth) and the University's Privacy Policy.

Purpose:	The purpose of the Prize is to acknowledge an Alumnus of the School of Business Fremantle Campus for extraordinary achievements or contributions evidencing impact and leadership in a sector of society of which they are part, in alignment with the Objects of the University.
Responsible Executive:	Dean, School of Business
Responsible Office:	School of Business, Office of University Relations
Contact Officer:	Administrative Officer, School of Business
Effective Date:	January 2018
Campus Applicability:	Fremantle
Modification History:	