
Background

Inaugurated by the University Council in 1974, this award recognizes individuals who have made the University a better place through their extraordinary contributions. Queen's faculty, staff, students, retirees, members (elected, appointed, ex officio or honorary) of the University Council, the Queen's Alumni Association, and the Board of Trustees are invited to nominate candidates for a Queen's Distinguished Service Award.

Nomination Process

In order for your nomination to be complete, the Nominator must submit the following:

Online Nomination Form (pages 2 and 3 of this online form)

Summary of Nomination (page 4 of this online form)

- This summary, consisting of five categories, should provide comprehensive and detailed information about the person's contributions to Queen's and may be completed in point form.
- Lead nominators will be asked to complete the following five categories: Breadth of Impact, Contributions Above and Beyond, Contributions to the University's Success, Length of Service, and Support from a Broad Range of Persons.

A minimum of five (5) and maximum of eight (8) signed nomination letters (max. 2 pages per letter) from the lead nominator and individuals familiar with the nominee's accomplishments, which can be co-signed by multiple individuals. The lead nominator is responsible for collecting these letters. These letters must be compiled into a single PDF package and uploaded using this form (page 5 of this online form)

Nomination Criteria & Guidelines

Lead nominators are strongly encouraged to refer to the additional guidelines and criteria for awarding DSAs at the following link: <https://www.queensu.ca/secretariat/university-council/distinguished-service-awards/distinguished-service-award-guidelines>

City & Province

Postal Code

Telephone Number

Email Address

Page Break

First Name of _____

Last Name of _____

Affiliation

Councillor

Alumni

Trustee

Faculty

Employee

Student

Senator

Retiree

Street Address

City & Province

Postal Code

Telephone Number

Email Address

Page Break

University's Council's Executive Committee will take into consideration a number of factors when selecting successful nominees. A strong nominee will demonstrate breadth of impact, contributions above and beyond what might normally be expected in one's role, contributions to the university's success as a whole, length of service, support from a broad range of persons associated with the university.

Please provide details related to all of these criteria below. Point form may be used.

- Name/Email Address _____
- Name/Email Address _____
- Name/Email Address _____
- Name/Email Address _____
- Name/Email Address _____
- Name/Email Address _____
- Name/Email Address _____
- Name/Email Address _____
- Name/Email Address _____
- Name/Email Address _____

A minimum of five (5) and maximum of eight (8) signed nomination letters (max. 2 pages per letter) are required to complete this nomination.

These letters may be:

- From the nominator and individuals familiar with the nominee's accomplishments
- Co-signed by multiple individuals

Please compile all nomination letters into a single PDF file and upload the file here.
