

## SUCCESS & ACHIEVEMENT AWARDS

### AAACE SUCCESS AWARDS

AAACE Success Awards recognize the individual efforts and accomplishments of our members. Awardees demonstrate the highest level of achievement and dedication to the educational and employment goals of AAACE. All award categories may not necessarily be presented each year.

#### Outstanding College Professional of the Year

Recognizes the AAACE college member who, through specific achievement(s) or combined contributions to AAACE, has exemplified outstanding professionalism, commitment, and cooperation. These achievements and/or contributions may include work within AAACE or within their institutions, and/or contributions during continuous service to the profession.

#### Outstanding Employer Professional of the Year

Recognizes the AAACE employer member who, through specific achievement(s) or combined contributions to AAACE, has exemplified outstanding professionalism, commitment, and cooperation. These achievements and/or contributions may include work within AAACE or within their organizations, and/or contributions during continuous service to the profession.

#### Outstanding New Professional of the Year

Presented to a member of AAACE who has been a member of the association for less than three (3) years. Awardees have made outstanding contributions to the profession through a combination of two (2) of the following: employment with their organization, their involvement with AAACE, and/or their participation in other functions or organizations related to college employment.

**Honorary Lifetime Award:** Awarded to a person who has been a member of AAACE for at least five years and, during that period, has made significant contribution to the association. A person may be considered for this award at or following resignation or retirement.

### AAACE ACHIEVEMENT AWARDS

AAACE Achievement Awards recognize outstanding effort by college educators or employer professionals in four categories. Each award will not necessarily be given each year, depending on the quality of proposals submitted. Each award may have both a college recipient and an employer recipient.

**Publications:** Awards college or employer members who have created outstanding publications. Entries will be judged on content, writing, design, intent, creativity, and timeliness.

**Audiovisual Programs:** Acknowledges the best films, videos, or slide presentations related to career planning, placement, Co-op, and/or recruitment. Entries will be judged on the medium(s) utilized, effectiveness in meeting the stated objective(s), content, technical quality, creativity, and relevance.

**Research Studies:** Acknowledges research studies performed in-house or through funded programs which have had an impact on the field(s) of career planning, Co-op, and/or recruitment. Entries will be judged on clarity of the problem statement, objectives stated, methodology used, and findings which result from the study.

**Internal Informational/Educational Programs:** Recognizes programs, which are designated for use within a member's organization to meet a need related to career planning/ placement, Co-op, and/or recruitment on the college level. Entries will be judged on objectives, program needs, innovativeness, marketing, content, creativity, and results.

**Intern Student of the Year:** Recognizes an outstanding intern student from a four-year or a two-year institution.

**Co-op Student of the Year:** Recognizes an outstanding Co-op student from a four-year or a two-year institution.

### Winners announced at the Summer Conference.

#### EMAIL ENTRIES TO:

office@aceal.com  
Subject: Award Submission

#### CONTENTS

Information and Forms	Page
Award Descriptions and Due Dates	1
Success Awards Rules & Nomination Form	2
Achievement Awards Rules & Nomination Form	3
Co-op of the Year Criteria & Personal Data Form	4
Intern of the Year Criteria & Personal Data Form	5
Honorary Lifetime Award Nomination Form	6

# AACE SUCCESS AWARDS Rules & Nomination Form

## AWARD CATEGORY (CHECK ONE)

- Outstanding College Professional of the Year
- Outstanding Employer Professional of the Year
- Outstanding New Professional of the Year

## NOMINEE

Name \_\_\_\_\_ Title \_\_\_\_\_  
Organization \_\_\_\_\_ Phone \_\_\_\_\_  
Email \_\_\_\_\_

## NOMINATED BY

Name \_\_\_\_\_ Title \_\_\_\_\_  
Organization \_\_\_\_\_ Phone \_\_\_\_\_  
Email \_\_\_\_\_

## NOMINATION INFORMATION (TO BE WRITTEN IN LETTER FORM)

Include in the letter:

- Specific contributions/achievements to AACE/Profession during the academic year
- Successes within own organization
- Cumulative contributions from their career to this point (Related to College Employment)
- Supporting documentation (if any)

## WHAT TO SUBMIT

- Email copy of Nomination Form
- Email copy of any supporting materials

# AACE ACHIEVEMENT AWARDS Rules & Nomination Form

## RULES

- College and Employer participants must be active members of AACE.
- Members may submit as many entries as desired—each entry must be on a separate form.
- Please indicate on the entry form for which category you are entering a submittal.
- Each entry must include a separate form.
- Respond to all questions and provide all requested information.
- Send your completed entry form and supporting materials to Awards Chairperson.

## WHAT TO SUBMIT

- A. Email completed Achievement Awards Entry Form
- B. One copy of your answers to the following:
  1. State the entry objectives and describe the entry.
  2. Why was the entry developed?
  3. How was the entry marketed?
  4. What impact(s) did the entry have?
  5. How was the entry evaluated? Did the entry meet its objectives?  
(Preference will be given to entries that submit evaluative data / statistics.)
- C. Copies of supporting materials
- D. Collate supporting materials

## SELECT CATEGORY (CHECK ONE)

### PUBLICATIONS

I have included and collated:

- Copy of a description
- Copy of the publication

### AUDIOVISUAL PROGRAMS

I have included:

- Copy of a description
- Copy of the audio-visual program

### RESEARCH STUDIES

I have included and collated:

- Copy of an abstract
- Copy of the complete research

### INTERNAL INFORMATIONAL/EDUCATIONAL PROGRAMS

I have included and collated:

- Copy of the description
- Copy of the program's supporting materials

## TITLE OF ENTRY

---

## ENTRY SUBMITTED BY (CHECK ONE)

- College Member
- Employer Member

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Organization: \_\_\_\_\_

Email: \_\_\_\_\_

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

Phone: \_\_\_\_\_

\_\_\_\_\_

FAX: \_\_\_\_\_

# AACE CO-OP OF THE YEAR Criteria & Personal Data Form

## CRITERIA FOR SELECTION

1. Active or inactive (awaiting graduation) Co-op student:  
Nominee must be classified as a student in March of the year that the award is presented.
2. Nominee must have completed at least two (2) work periods (one must be a non-summer term).
3. Nomination Packages must include:
  - A. Letter of recommendation from institution's Co-op Director (maximum one (1) page)
  - B. Letter of recommendation from Co-op's work supervisor (maximum two (2) pages)
  - C. Transcript of nominee
  - D. Personal Data Form
  - E. Resume and Student Statement. The student statement should include a detailed description of the Co-op work experience, assess the value of job assignments in terms of long-range career aspirations and indicate how Co-operative Education has been beneficial as an extension of (or supplement to) the classroom learning experience. A maximum of five (5) double-spaced typed pages will be accepted.
4. A committee of five (5) AACE members – from the academic

- community and from industry, will be appointed by the President of AACE to select the award winner.
5. The selection committee may elect to interview the top three (3) nominees.
  6. A prize of \$150.00 and a plaque will be awarded to the winners.
    - Each member institution with a Co-operative Education Program may nominate one student.
    - Nomination packages must be submitted to the Awards Committee Chairperson by
    - The Co-op of the Year Award will be presented at the annual summer conference.

<b>CRITERIA</b>	<b>MAXIMUM POINTS</b>
1. Student's Statement	35
2. Grades and Academic Achievements <i>Both cumulative quality point average and average in major subject will be considered</i>	25
3. Contributions to the Co-op employer	25
4. Extracurricular Activities <i>(i.e. contributions to employer, school, community, and Co-operative Education)</i>	15

Student Name \_\_\_\_\_ Curriculum \_\_\_\_\_

Address \_\_\_\_\_ Phone \_\_\_\_\_

Email \_\_\_\_\_

Permanent Address \_\_\_\_\_  Two-Year Institution

\_\_\_\_\_  Four-Year Institution

College/University \_\_\_\_\_ Co-op/Career Ctr. Director \_\_\_\_\_

Co-op/Career Ctr. Dir. Email \_\_\_\_\_

Date Entered School \_\_\_\_\_ Graduation Date \_\_\_\_\_

Overall Scholastic Average \_\_\_\_\_ Scholastic Average in Major \_\_\_\_\_

Date Entered Co-op Program \_\_\_\_\_ Number of Work Quarters/Semesters \_\_\_\_\_

Co-op Employer \_\_\_\_\_

Employer Address \_\_\_\_\_ Phone \_\_\_\_\_

\_\_\_\_\_ Email \_\_\_\_\_

List of Organizations and Offices Held \_\_\_\_\_

\_\_\_\_\_

Hobbies \_\_\_\_\_

\_\_\_\_\_

Other Comments \_\_\_\_\_

\_\_\_\_\_

Co-op/Career Ctr. Dir. \_\_\_\_\_

Print \_\_\_\_\_ Email Address \_\_\_\_\_

Signature \_\_\_\_\_ Date \_\_\_\_\_

# AACE INTERN OF THE YEAR Criteria & Personal Data Form

## CRITERIA FOR SELECTION

1. Active or inactive (awaiting graduation) intern student:  
Nominee must be classified as a student in March of the year that the award is presented.
2. Nomination Packages must include:
  - A. Letter of recommendation from institution's Intern Director or Advisor (maximum one (1) page)
  - B. Letter of recommendation from intern's work supervisor (maximum two (2) pages)
  - C. Transcript of nominee
  - D. Personal Data Form
  - E. Resume & Student Statement. The student statement should include a detailed description of the internship work experience, assess the value of job assignments in terms of long-range career aspirations and indicate how the internship has been beneficial as an extension of (or supplement to) the classroom learning experience. A maximum of five (5) double-spaced typed pages will be accepted.
3. A committee of five (5) AACE members – from the academic community and from industry, will be appointed by the President of AACE to select the award winner.
5. The selection committee may elect to interview the top three (3) nominees.
6. A prize of \$150.00 and a plaque will be awarded to the winners.
  - Each member institution with an Internship program may nominate one student.
  - Nomination packages must be submitted to the Awards Committee Chairperson by .
  - The Intern of the Year Award will be presented at the annual summer conference.

CRITERIA	MAXIMUM POINTS
1. Student's Statement	35
2. Grades and Academic Achievements <i>Both cumulative quality point average and average in major subject will be considered</i>	25
3. Contributions to the intern employer	25
4. Extracurricular Activities <i>(i.e. contributions to employer, school, community )</i>	15

Student Name \_\_\_\_\_ Curriculum \_\_\_\_\_

Address \_\_\_\_\_ Phone \_\_\_\_\_

Email \_\_\_\_\_

Permanent Address \_\_\_\_\_  Two-Year Institution

\_\_\_\_\_  Four-Year Institution

College/University \_\_\_\_\_ Intern Director/Advisor \_\_\_\_\_

\_\_\_\_\_ Intern Dir. Email \_\_\_\_\_

Date Entered School \_\_\_\_\_ Graduation Date \_\_\_\_\_

Overall Scholastic Average \_\_\_\_\_ Scholastic Average in Major \_\_\_\_\_

Dates of Internship \_\_\_\_\_ Number of Work Quarters/Semesters \_\_\_\_\_

Intern Employer \_\_\_\_\_

Employer Address \_\_\_\_\_ Phone \_\_\_\_\_

\_\_\_\_\_ Email \_\_\_\_\_

List of Organizations and Offices Held \_\_\_\_\_

\_\_\_\_\_

Hobbies \_\_\_\_\_

\_\_\_\_\_

Other Comments \_\_\_\_\_

\_\_\_\_\_

Intern Director \_\_\_\_\_

Print \_\_\_\_\_ Email Address \_\_\_\_\_

Signature \_\_\_\_\_ Date \_\_\_\_\_

# AACE HONORARY LIFETIME AWARD Nomination Form

Honorary Lifetime Membership may be awarded to a person who has been a member of the Alabama Association of Colleges and Employers for at least five (5) years and has made a significant contribution to the association during that period. A person may be considered for this award at or following resignation or retirement.

\_\_\_\_\_  
Name of Nominee (Please Print)

I hereby nominate the above individual based on the following achievements/contributions to AACE.

\_\_\_\_\_  
Signature of AACE Member

\_\_\_\_\_  
Date

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Organization: \_\_\_\_\_

Email: \_\_\_\_\_

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

Phone: \_\_\_\_\_

FAX: \_\_\_\_\_

**EMAIL ENTRIES TO:**  
**office@aceal.com**  
**Subject: Award Submission**