

Virginia Polytechnic Institute and State University
Selection Criteria For
Kimberly Ware Outstanding Achievement Award
Cooperative Education and Internship Program (CEIP)

The Kimberly Ware Outstanding Achievement Award will be given to a graduating senior who made significant contributions to a workplace project(s) during one or more work terms while enrolled in VT's Cooperative Education and Internship Program (CEIP).

NOMINATION CRITERIA:

Candidate eligibility for the Outstanding Achievement Award is determined using the following minimum qualifications:

- Student must have completed one or more work terms in the CEIP
- Receive a recommendation from a workplace supervisor or manager describing the details of the student's significant involvement in and contribution to a project, along with the impact and outcomes of this work
- Have a strong work evaluation from supervisor(s) on file with the CEIP office
- Student is a graduating senior in good standing and successfully completed all assignments and paperwork required in the CEIP

PROCEDURE FOR NOMINATION:

Nominations are invited from Academic Department Heads and Course Advisors, Employers who supervised and worked with CEIP students, and Senior CEIP students in good standing (**Self-nominations are accepted**).

Eligibility of those nominated is determined by the Cooperative Education and Internship Program staff in accordance with the Nomination Criteria outlined above. All eligible nominees are then notified and forwarded a **Nominee Application Form**.

SELECTION OF RECIPIENT:

Selection of the recipient occurs during the Spring Semester and is made by a committee comprised of the following:

A representative from colleges participating in the Cooperative Education/Internship Program (may be rotated among the individual departments on an annual basis);

A Virginia Tech student in good standing and who works in the Career Services office;

Program Director (ex officio).

PRESENTATION OF AWARD:

The award is presented during the spring semester during the annual CEIP reception.

Monetary Award: \$500.00

Virginia Polytechnic Institute and State University
2011 KIMBERLY WARE OUTSTANDING ACHIEVEMENT AWARD

Nomination Form

Name of Nominee: _____

Nominated by (your name): _____

Relationship to Nominee: _____

Employing Organization: _____

Address: _____

City: _____ State: _____ Zip: _____

Telephone Number: () _____ Email Address: _____

Please provide a recommendation in support of your nominee:

Signature: _____ Date: _____

Deadline for nominations: Tuesday, April 5, 2011

You may return your nomination by ~ Fax: (540) 231-3293 Email: julie.mills@vt.edu

Mail: Smith Career Center (0128), Virginia Tech,

Corner of Washington Street and West Campus Drive - 0128, Blacksburg, VA 24061