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| Call for Nominations  2013 Nakama Award  Nominations due Friday, July 26 | NAKAMA_3.gif |

Nominations are now being accepted for the [2013 Nakama Award](http://www.wwu.edu/vpsa/nakama/award.shtml), presented annually to a staff member in the Division of Enrollment & Student Services for outstanding contributions to the mission and goals of the Division.

1. **Eligibility**

All permanent employees in the Division of Enrollment & Student Services, including classified staff and exempt professional staff, are eligible for the Nakama Award. Nominees must have worked in the Division a minimum of three years. Nominations are accepted from any Division staff member.

1. **Criteria**

The Nakama Award recognizes the unique contributions and achievements of individuals who advance the mission and goals of the Division of Enrollment & Student Services, including those who:

* 1. Demonstrate outstanding commitment to the development or support of students.
  2. Create or significantly contribute to initiatives which promote student success.
  3. Strengthen the Division’s work within the University and larger community.
  4. Provide dedicated and consistently excellent service to students and/or the Division.

1. **Nomination Instructions**
   1. Save this form to your desktop and add your nominee’s name to the file name. Complete the form in full and use as much space as you need.
   2. Nomination forms are due by 5 p.m. on Friday July 26, 2013. Submit completed nomination form electronically, in person or by campus mail:

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| Attention: | Sara Wilson, Special Asst. to the Vice President for Enrollment and Student Services |
| By Email: | Sara.wilson@wwu.edu |
| Campus Mail: | MS 9001 |
| In Person: | Old Main 445 |
| By Fax: | 360-650-4332 |

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| Your Name: |  | | | Email: |  | |
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| **The Person You are Nominating** | | | | | | |
| Name: |  | | | | | |
| Position: |  | | | | | |
| Department: |  | | | | | |
| Years at WWU: |  | Mail Stop: |  | | Phone: |  |

1. Describe, in detail, the accomplishments of the nominee which you feel qualifies this person to be considered for the Nakama Award. Additional attachments and letters of support may be added as needed.
2. Describe, in detail, how the nominee has impacted the department, the division, or the larger university. Additional attachments and letters of support may be added as needed.