

December 1, 2014

TO: Deans, Associate Deans, Director/Associate Director of the Honors Program

FROM: Laura Jolly, Vice President for Instruction

In order to encourage, acknowledge, and reward excellence in academic advising by both faculty and staff members, the Office of the Vice President for Instruction developed the **UGA Outstanding Academic Advisor Awards Program** thirteen years ago.

One award is given to a faculty member, one to a staff member and one award to an outstanding new advisor. The new advisor award nominations should be reserved for faculty or staff advisors in their first three years of delivering academic services to students. Each winner will receive \$600 and a plaque, and recognition at the Spring Faculty Banquet.

Nominations are only accepted from Dean's offices and the Director of the Honors Program. All University of Georgia locations at which undergraduate students are enrolled and advised are eligible. There is no limit to the number of nominees any one school/college/Honors may submit.

Previous winners of the award are not eligible for nomination again for five years after their first award. Individuals who have been recognized with Certificates of Recognition (only) may be nominated again at any time.

All award nomination materials should be submitted to advising@uga.edu and **must be received no later than 5:00 p.m. on Friday, January 30, 2015**. Late nominations cannot be accepted.

Additionally, if you would like to nominate a student in your school/college to serve on the Selection Committee for this award, please complete and submit the attached form to advising@uga.edu no later than Friday, January 23, 2015.

Attached please find the (1) [Advisor Award Nomination Form](#), (2) [Criteria Sheet](#), and (3) [Student Member Nomination Form for the Selection Committee](#).

Please feel free to email advising@uga.edu with any questions.

Cc: Members of the Academic Advising Coordinating Council