

Coversheet and Checklist

This coversheet and checklist are designed to ensure the completeness of the file and are only used for administrative purposes. It is the responsibility of the nominator to ensure that the nomination package is complete. Incomplete nomination packages will not be considered by the Adjudication Committee.

Name of nominee:	
Nominee's Undergraduate or Graduate Department (if a registered student):	
Nominee's email address:	
Nominee's pronouns. This information is collected for letter writing purposes. Please note you can respond "prefer not to answer":	
Name of nominator:	
Nominator's email address:	

Only the documents listed below should be submitted as part of your award nomination. All submitted documents should use a standard report format.

a. Table of Contents	
b. Nomination Letter (Maximum 500 words)	
c. Letters of Support (Maximum 250 words each, Maximum 3 letters)	
d. Summary of Nominee's Teaching Responsibilities	
e. Evidence of Outstanding Classroom Teaching (Maximum 35 Pages)	
f. Course Evaluations (full PDF reports taught at UTSC within the relevant two-year period)	

If this nomination is successful, the nomination package may be shared with relevant communications