



D I S T I N G U I S H E D
ALUMNI
Awards
HOUSTON COMMUNITY COLLEGE

Distinguished Alumni Award Nomination

The Houston Community College Distinguished Alumni Award is the highest and most prestigious award presented by the HCC Alumni Association. The award honors an alumnus or alumna who has brought honor to themselves and the College by achieving recognition and accomplishment in their field and has a proven record of leadership and service to their community.

Anyone can make a nomination, including self-nominations. A nominee's name remains in nomination for three years at which time the nomination may be re-submitted. The deadline to submit a nomination for the 2017 award cycle is **Friday, August 25, 2017. Please type or print clearly.** Acknowledgment of nominations will be sent to the nominators.

Distinguished Alumni honoree(s) will receive his or her award at the **2017 HCC Foundation Scholarship Luncheon, held on Friday November 3, 2017 from 11:30 am – 1:30 pm.** A formal invitation will be sent to the honoree(s).

Send nomination packet to:

HCC Alumni Association
3100 Main St. Suite 12B12
Houston, TX 77002
or email documents to alumni@hccsfoundation.org

For questions regarding the nomination process, contact the Office of the HCC Alumni Association at 713-718-6202 or alumni@hccsfoundation.org.

Nomination Procedure

The nominator is responsible for the following:

1. Complete the **Distinguished Alumni Nomination Form**
2. A cover letter nominating the alumnus or alumna to be honored, explaining why the nominee should be considered.
3. A vitae or professional resume of the nominee
4. Provide two letters of support for the nominee from individuals other than the nominator
5. Additional support materials including news clippings, magazines articles and a list of awards and/or honors (optional)

Award Selection Eligibility

A nominee is eligible to receive the Distinguished Alumni Award if he or she has received a degree or certificate from Houston Community College and has met the following criteria:

1. Nominee must be distinguished in his or her profession and/or community.
2. Nominee must be an individual that demonstrates outstanding contribution at HCC and/or in the community.
3. Nominee must support of the College through one or more of the following criteria:
 - Involvement
 - Internship sponsorship
 - Philanthropic contributions

Automatic Ineligibility

An individual shall be ruled ineligible to receive the Distinguished Alumni Award if any of the following conditions prevail at the time the selection committee meets to consider nominations:

1. Nominee is a candidate for any public office.
2. Nominee is a member of the award selection committee.
3. Nominee is a previous recipient of the award.
4. Nominee is a member of the Alumni Association Advisory Council.
5. Nominee is an employees of the HCC Foundation staff

Nomination Form – Required

Nominee _____

HCC Degree(s) earned _____

Year _____

Current Address _____

City _____

State _____

Zip code _____

Preferred contact number _____

Email address _____

Current Employer _____

Job Title _____

Education – Required

Degree(s) Earned	Institution	Year
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

Career History and Current Employment (Starting with most Recent) – Required

Employer(s)	Position(s)	Year(s)
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

Community Service – Required

(Include year, organization and type of service provided)

Significant Accomplishments – Optional

Nominator – Required

Name _____

Address _____

City _____

State _____

Zip code _____

Preferred contact number _____

Email address _____