

**2011 Award Nomination Form
Minnesota Business Educators Inc.
- DISTINGUISHED SERVICE AWARD -**

**Outstanding Contributions to Business Education by an Institution,
Organization, Business Firm, Government Agency, or an
Individual Associated With Any of These Groups**

Eligibility:

The nominee must be engaged primarily in some activity other than the education of individuals for careers in business. The nominee's contributions must have a significant impact on business education at the regional and/or state level.

Nomination Guidelines: (Please Read Carefully)

1. Nominations may be made by a MBEI member or by the Executive Boards of MBEI affiliated regional or state associations.
2. Nominations must be on this **nomination form** cover sheet (*page 1*), with the biographical data of nominee on the accompanying sheet (*page 2*). Biographical data may not exceed one page, one side only. Responses to each criterion on *page 3* must not exceed one page, one side only. Please type each statement at the top of a separate sheet of paper before beginning your response. A 10-point or larger font is required.
3. Five copies of the nomination packet must be submitted to the MBEI Awards Chair.
4. A **maximum of five (5) supporting letters**, each limited to one side of one piece of 8 ½ X 11 paper or letterhead may accompany this form. A 10-point or larger font is required. Please note: Letters longer than one page will result in disqualification of the nominee.
5. **No additional pages or materials** should be included with the nomination form other than letters as stated in Number 4 above.
6. Nominations should be mailed to:
Kathryn Larson, MBEI Awards Chair
Owatonna High School,
333 East School Street
Owatonna, MN 55060
klarson1@owatonna.k12.mn.us
7. Nomination papers must be **postmarked by July 15**.

Failure to follow any of the nomination guidelines will result in disqualification of the nomination.

Date: _____

Full Name of Nominee: _____

Address: _____

Present Position: _____

MBEI Division: _____ Daytime Phone: _____ E-Mail: _____

Name of Nominator: _____ Signature: _____

Address: _____

Present Position: _____

MBEI Division: _____ Daytime Phone: _____ E-Mail: _____

**Criteria for Award
(Outstanding Contribution by Other)**

Please type each criterion at the top of a separate sheet of paper. Each response must not exceed one page, one side only. A 10-point or larger font is required.

1. Identification of philanthropic and/or humanitarian activities that have resulted in better preparation of business students for careers in business education or business administration. (Maximum points—25)
2. Identification of efforts to inform citizens of the achievements of business education and of the needs of the program's future developments. Identification of role in public persuasiveness and/or support of state or federal legislation designed to advance purposes of business education. (Maximum points—25)
3. Development and/or support of business education programs that have resulted in opportunities for business education students to benefit from interrelationships with the business community. (Maximum points—25)
4. Identification of activities (other than those listed above) that demonstrate commitment to business education and its future. (Maximum points—25)

Nomination package must be **postmarked by July 15.**