# Warwick Awards for Personal Tutoring Excellence

2019/20

**Nomination Form**

🞏 I am a member of staff at the University of Warwick and am nominating a colleague (if you are a student wishing to nominate a member of Warwick staff, then please visit [www.warwick.ac.uk/wapte](http://www.warwick.ac.uk/wapte) and select the ‘nominations by current students’ option).

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| **About the Nominee** | |
| Name: | Department/Centre: |
| Email: | Telephone: |

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| **About You (the Nominator)** | |
| Name: | Department/Centre: |
| Job Title: | Email: |
| Telephone: | |

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| **Reason for Nominating** |
| On the next page, please indicate why you think this person should receive a Warwick Award for Personal Tutoring Excellence. Where possible, you should give an indication of how the nominee meets the two Award criteria:  Criterion 1: Enhancing the student learning experience through personal tutoring  Criterion 2: Championing personal tutoring a the departmental level  You may wish to make reference to examples of any available supporting evidence such as – but not limited to:   * Student feedback comments. * Feedback from departmental academic support or personal tutoring training/briefing sessions delivered by the nominee. * Departmental academic support (personal tutoring) initiatives developed by the nominee. * Student support materials used / developed by the nominee for departmental use. * Work with other partner institutions and organisations in an area of activity related to the work of personal/senior tutors.   **Please do not use more than 500 words per criteria.** |

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| **Criteria for the Warwick Awards for Personal Tutoring Excellence** |
| ***Criterion 1: Enhancing the student learning experience through personal tutoring***  *For example:*   * Engaging students in ways that inspire a commitment to their personal, learning and employability development that enhances their learning experience. * Actively engaged with the broader university regulatory framework and support and development opportunities that underpins academic support, referral and signposting excellence. * Recognising and actively supporting the full diversity of student academic needs. |
| ***Criterion 2: Championing personal tutoring at the departmental level***  *For example:*   * Offering advice or mentoring to others in Personal Tutoring roles or sharing good practice * Demonstrating impact and engagement beyond the nominee's immediate academic support role. * Contributing to the development of departmental initiatives that promote or develop personal tutoring and academic support. * Contributing to wider initiatives to facilitate personal tutoring and student learning support. |

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| **Departmental Approval** | |
| **Signature of Head of Department**  (If submitting electronically please attach a brief email confirming your Head of Department’s support) | **Date** |

**Please return completed forms to** [**wapte@warwick.ac.uk**](mailto:wapte@warwick.ac.uk) **or hard copies to the Dean of Students Office, Room SH2.16, (Second Floor, Senate House) by 26/02/2020.**

**Privacy Statement:**

Information provided on this form will be used in accordance to the University’s privacy policies ([https://warwick.ac.uk/services/idc/dataprotection/privacynotices/studentprivacynotice/)](https://warwick.ac.uk/services/idc/dataprotection/privacynotices/staffprivacynotice/)/). Specifically, the information on this form will be used for the selection of a shortlist of candidates for the Warwick Awards for Personal Tutoring Excellence. Your personal information will be attached to the nomination but will only be seen by the selection/judging panel and relevant DoS staff. Nothing submitted will be shared directly with nominees or attached to your personal details in any way. Information provided may also be used in the wider management of the Awards and/or research but only in ways that are as anonymous possible and not attributable to any individuals.