

O. Max Gardner Award Submission Worksheet

Nominator Information

First Name _____ Last Name _____

Email _____ Campus Box _____

Please note that you will be required to certify that both the nominee's dean as well as their department head are aware of the nomination.

Nominee Information

First & Middle Name _____ Last Name _____

Nominee's Preferred Professional Title _____

Nominee's Email Address _____

Years at NC State _____ Rank _____

College _____ Department _____

Campus Box _____ NC State 9-Digit Employee ID#: _____

Nominee's Preferred Phone Number _____

Administrative Information

Dean Name & Email Address _____

Dean's Executive Assistant Name & Email Address _____

Department Head Name & Email Address _____

The required nomination package materials are listed on the website.

<https://provost.ncsu.edu/ofe/awards-and-honors/o-max-gardner-award/>

- Convert each document to a pdf file and submit the pdf files via online submission form.
- Naming convention: last name _award name _academic year _document name.
Example: File Name: Smith_OMAX_26-27_CV
- Do not convert all files into single PDF file. Each part of the nomination package must be uploaded as an individual pdf file.

Submit the above information along with one set of PDF files per nomination package here:

<https://go.ncsu.edu/omax.nomination.submission>.

Submit your question to the Internal Faculty Awards Coordinator, Sherry Bailey at

sbbailey@ncsu.edu.