



## **FMANZ Foundation Student of the Year and Graduate of the Year**

### **Criteria for Nomination for Awards**

#### **Policy**

Student awards are bestowed on the basis of published criteria, for the purposes of recognizing and encouraging high academic achievement;

For each student award the FMANZ Foundation Trustees will:

- approve eligibility against the selection criteria using the rating matrix;
- establish any conditions recipients must meet to receive the student award;

#### **Eligibility**

To be eligible, students must be studying a course that is related to the Facility Management Industry. Students can be full time or part time, and will need to be a Permanent Resident of New Zealand. Previous recipients are not disqualified from receiving an award in subsequent years, although consideration may be given to the benefits of making awards to a range of different students.

#### **Selection criteria**

The criteria includes a Student who has demonstrated excellent achievement by maintaining academic excellence in their course work. A Student maintains a positive attitude towards learning and willingly takes on feedback to improve his learning in all of their papers. Has demonstrated leadership and/or community engagement throughout the academic year. Leadership and community engagement may include, but are not limited to, active participation in the University's leadership programmes, buddy or mentoring programmes, or other types of service that positively contribute to the wider community. Particular emphasis is placed on activities related to people in a facilities or property environment. Examples could include leading a charitable initiative for homelessness or volunteering to upgrade the quality of a school's buildings or environment.

### Applications for Students

The FMANZ Foundation Trustees working with the University:

- determine how applicants for each student award will be identified
- advertise availability of student awards including application requirements
- provide the criteria information for students to complete their application

<b>Excellence rating criteria</b>	<b>Criteria summary</b>	<b>Criteria detail</b>
<b>Collaboration</b>	An effective collaborator works effectively with others to produce positive results	<ul style="list-style-type: none"> <li>- Solicits diverse views in completing projects</li> <li>- Establishes effective partnerships across multiple levels of the organization</li> <li>- Shares knowledge or information contributing to group success</li> <li>- Increases success of team(s) through process of cooperative problem-solving</li> </ul>
<b>Academic</b>	academic achievement	<ul style="list-style-type: none"> <li>- excellence or high achievement</li> <li>- First year undergraduates/ diploma students are eligible to apply in their second trimester</li> </ul>
<b>Leadership/ University Engagement</b>	Applicant will need to provide evidence of	<ul style="list-style-type: none"> <li>- active participation in the University's leadership programme, buddy or mentoring programmes</li> <li>- other types of service that positively contributes to the university community</li> </ul>
<b>Evidence of contribution to the wider community</b>	Applicant will need to evidence contribution with a reference	<ul style="list-style-type: none"> <li>- emphasis on volunteer or charitable work</li> <li>- FM work experience optional</li> </ul>
<b>Involvement in a project</b>	Project has to have relevancy in FM	<ul style="list-style-type: none"> <li>- evidence of longevity to the project</li> <li>- evidence of level of involvement in the project</li> <li>- time commitment to the project</li> <li>- specific research achievements</li> </ul>
<b>Evidence of Personal Development</b>	Has the nominee demonstrated a commitment to .....	<ul style="list-style-type: none"> <li>- personal development through work experience; creative pursuits; interests; hobbies</li> </ul>

### Bestowal of student awards

The FMANZ Foundation Trustees working with the University:

- decide who will receive student awards;
- Notifies successful applicants in writing, including instructions for accepting the student award.

**Approval of student awards**

- The FMANZ Foundation Trustees will accept any submitted proposals that have been collected by the University academic team. These will be forwarded to the FMANZ Foundation Secretary contact, who will contact the Foundation Trustees.
- The FMANZ Foundation Trustees consider the eligibility and selection criteria and that the composition of the proposal meets all of the criteria.
- The FMANZ Foundation Trustees work with the University/ other academic bodies to bestow the student award to work in with their award presentation schedule.

**Additional information to be part of the nomination form**

- A nomination letter from the nominee’s immediate teaching professional or department head, director, or dean to confirm that the student has met all of the criteria
- A reflective statement that includes the nominee’s philosophy and strategies relevant to the specified category
- Reference about the nominee meeting the collaboration, leadership and community contribution requirements
- A well-organized set of documents that provide evidence of the nominee’s excellence in the specified category
- All criteria will be assessed by the FMANZ Foundation Trustees against a weighted rating matrix

**Roles and Responsibilities**

<i>Role/Decision/Action</i>	<i>Responsibility</i>	<i>Conditions and limitations</i>
Approve new awards, including externally funded awards	Foundation Trustees /University	Must meet weighting criteria
Approve eligibility and selection criteria	Foundation Trustees	