Office of Enrollment Management

Nomination Form – **Unsung Hero**

Award Year: June 2023 – May 2024

This award recognizes a “behind-the-scenes” individual who consistently and effectively performs his/her duties in a manner that enhances the work environment for others. This individual goes above and beyond their job responsibilities to support the mission of their department and the Division, yet they seem to never openly seek recognition or credit.

**Qualifications**: Nominee must have a minimum of six months of service with KSU as a full-time employee in Enrollment Management by the nomination deadline, must not have received the award in the previous three years, and not be a current member of the [Selection Committee](https://ksuemailprod-my.sharepoint.com/personal/kjfronce_ksu_edu/Documents/Awards%20Selection/Committee%20Members/Current%20Selection%20Committee.docx).

**Name of Nominee**: Click or tap here to enter text.

Indicate below the reasons why you are nominating this person. Include specific examples of how this employee has met the criteria outlined below:

**Demonstrated Desire and Ability to go Above and Beyond Expected Performance**:

Click or tap here to enter text.

**Accomplishments/Contributions**:

Click or tap here to enter text.

**Supports the Mission**:

Click or tap here to enter text.

Submit nominations to the Office of Enrollment Management, no later than March 15, 2024.

Nominator’s Name:Click or tap here to enter text. Date:Click or tap to enter a date.

*[print your name above and send to* *vpem@kstate.edu* *directly from your kstate email account, or print form, sign below, and send to VPEM at 102 Anderson Hall]*

Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_