

GUIDELINES for the DISTINGUISHED THOMASIAN ALUMNI AWARD

1. Nomination Guidelines

- a. Member-AAs in good standing may nominate a maximum of 3 proposed awardees.
- b. Nominees must be an alumnus/alumna who have graduated from any program of the University or an associate alumnus/alumna who have completed at least 2 years of any program from the University; provided, that the incumbent officers and members of the Board of Trustees of USTAAI, Presidents and current Board Members of recognized UST Faculty/College/School/Institute Alumni Associations, and members of the USTAAI DTA Award Screening Committee, may not be nominated.
- c. An alumnus or alumna can be a recipient of the DISTINGUISHED THOMASIAN ALUMNI AWARD only once.
- d. Nominee for the Young Thomasian Achiever Award must not exceed 39 years of age.

2. Nomination Criteria

a. <u>Personal Qualities and Character</u>	35%
i. Exemplifies professional integrity both in public and private life	15%
ii. Highly engaged/committed to the mission, vision, and values of the Alumni association and his/her professional organization	10%
iii. Functions in a spirit of camaraderie and partnership with his/her peers and other co-professionals	10%
b. <u>Competence and Effectiveness</u>	35%
i. Distinguished accomplishments contributed substantially to the vision, mission, and objectives of his/her professional association and the university	15%
ii. National, regional, local or international (foreign) distinction either in his/her professional fields or through his/her significant and positive contributions to the advancement of his/her profession through his/her involvement in socio-civic, cultural or charitable activities	10%
iii. Effective leadership in advancing his/her professional association's capacity to carry out its mandates	10%
c. <u>Professional and Community Involvement</u>	30%
i. Active participation in the activities of his/her professional association and related institutions	10%
ii. Participation in community and civic movements where s/he has initiated programs/projects to mainstream business and non-government organizations in advancing endeavors pertaining to his/her profession	10%
iii. Professional/community service awards/recognition	10%
	100%

3. Nomination Procedure

- a. Nominations should be made using the prescribed USTAAI Award Nomination Form available at www.ustalumniassociation.org/dtan2025
- b. The Search and Selection Committee of the member-AA will prepare two (2) copies of each of the following :
 - i. Duly accomplished Nomination Form;
 - ii. Nominee's curriculum vitae with his/her most recent 2x2 photo;
 - iii. Executive Summary of the nominee's achievements, not to exceed three (3) pages with encoded texts using Times New Roman font, size 12, on A4-size bond paper; and
 - iv. Attachments as deemed appropriate, such as diplomas, letters or certificates with their appropriate texts, encoded using Times New Roman font, size 12, on A4-size bond paper, not to exceed twenty (20) pages.
- c. The Search and Selection Committee of the member-AA will submit the aforementioned documents as follows:
 - i. A hard copy to the USTAAI Office situated in Rm. 322 Buenaventura Garcia Paredes, O.P. Building, University of Santo Tomas, España, Manila; and
 - ii. An electronic digital copy to ustaai.dtanawards@gmail.com

4. Selection Process

- a. Nominees' profiles are evaluated by a Screening Committee composed of the following:
 - i. Chairperson of the Screening Committee
 - ii. USTAAI Chairman Emeritus
 - iii. USTAAI Board of Trustees
 - iv. Representatives of Member-AAs
- b. The Screening Committee submits the roster of qualified candidates to the Board of Trustees of the UST Alumni Association, Inc. for final review.
- c. The Screening Committee notifies the recipients of the DISTINGUISHED THOMASIAN ALUMNI AWARD through a letter not later than 6 weeks from the date of the Awarding Ceremony.
- d. The recipients of the DISTINGUISHED THOMASIAN ALUMNI AWARD should be able to attend the ceremony and receive the award in person.