**Outstanding Alumni Award of PolyU SHTM 2023**

**The Award**

The **Outstanding PolyU Alumni Award** aims to give recognition to distinguished graduates of PolyU for great distinction in their chosen fields, active support to their alma mater, as well as impactful contributions to the wider community.

Since 2022, achievement categories have been established to celebrate considerable accomplishments of our alumni in specific areas, including ***Professional Achievement, Entrepreneurial Achievement, Scholarly Achievement****, and* ***Community Service Achievement***. Recognition is also given to outstanding young alumni. The Award is organised at Department, Faculty/School and University levels.

Nominations for the **Outstanding Alumni Award of PolyU SHTM** **2023** are now open.

* Call for nomination starts from March 2023
* Nomination Form to be returned by **28 April 2023**
* Selection for School Award will be conducted in June 2023, and the results will be announced in July 2023

**Nomination Procedure**

Each nomination must include:

* a nomination form;
* a current curriculum vitae of the nominee with a passport photo;
* copy of certificate(s);
* copy of award(s); and
* copy of other supplementary documents
* Each nomination must be submitted by a proposer.
* The proposer should have obtained nominees’ consent before the submission of nominations.
* There is no limit to the number of nominations to be submitted by each proposer. Proposer can also be nominated. However, **the proposer cannot nominate himself/herself**.

The completed nomination form should be submitted by e-mail to the SHTM **in Word format** together with supporting documents on or before **28 April 2023**: [linda.law@polyu.edu.hk](mailto:linda.law@polyu.edu.hk) (Miss Linda Law).

**Eligibility**

* The ***candidate*** must be a graduate who has successfully completed full-time or part-time programme offered by PolyU (or its forerunners: Hong Kong Government Trade School, Hong Kong Technical College, and Hong Kong Polytechnic) which led to academic award accredited by the respective Institution.
* The ***proposer*** can be PolyU graduate, Honorary Graduate, University Fellow, PolyU staff, current PolyU Council and Court members and current Advisory Committee members.

**Award Categories and Selection Criteria**

* There will be two award categories:
* Nominees aged 41 or above
* Nominees aged at/under 40 for Young Alumni
* Selection is based on the nominee’s accomplishments in his/her personal achievements in the field, contributions to the community. In addition to honouring distinguished graduates for their distinction in their chosen fields, the Award recognises the alumni’s active support to their alma mater. ***Support and Contribution to PolyU is one of the key selection criteria at all levels.***
* There are four award categories, namely ***“Professional Achievement”, “Entrepreneurial Achievement”, “Scholarly Achievement”*** and ***“Community Service Achievement”***.  Selection criteria for each category are listed below.

|  |  |
| --- | --- |
| **Award Category** | **Description** |
| Professional Achievement  專業成就 | This category recognises alumni who have attained distinguished achievements, demonstrated exemplary leadership, and made a strong impact on their profession/ industry/ society. |
| Entrepreneurial Achievement  創業/工商業成就 | This category recognises alumni who have demonstrated outstanding innovation and entrepreneurship, as well as founded or advanced business or technology ventures with impact. |
| Scholarly Achievement  學術成就 | This category recognises alumni scholars who have made notable scholarly or research contributions in their disciplines, with proven track record and excellent reputation in the field. |
| Community Service Achievement  社會服務成就 | This category recognises alumni who have made impactful contributions to the communities, or demonstrated an extraordinary level of commitment, volunteerism and/or philanthropy for promoting the wellbeing of the communities. |

*Notes: The bestowal of the award shall subject to individual merits of the candidates. There may be no awardee for a category if no candidate is found suitable.*

**Selection Committee**

Selection Committee, comprising of both internal and external members, will be formed to examine the nominations and assess candidates’ qualifications and performance for the awards.

**Confidentiality**

All information submitted on this nomination form will be kept strictly confidential and will only be used by the Selection Committee for the purpose of the selection process. The candidate will not be contacted until he/she is selected as the awardee of the Outstanding Alumni Award of PolyU SHTM.

**Notice of Revocation of Awards**

Failure to provide complete and accurate information in respect of the nomination by the proposer may result in disqualification of the candidate. After an award is presented, it may be withdrawn by the University when it is deemed appropriate. The University reserves the rights to amend the rules and criteria at all time.

**Enquiries**

**Miss Linda Law**

*School of Hotel and Tourism Management*

*The Hong Kong Polytechnic University*

Tel: +852 3400-2231

Email: [linda.law@polyu.edu.hk](mailto:linda.law@polyu.edu.hk)

**Nomination Form for Outstanding Alumni Award of PolyU Faculty/School 2023**

**School of Hotel and Tourism Management (SHTM)**

*This form contains five parts, and all parts must be completed. Please also submit the current curriculum vitae of the candidate with a passport photo, and photocopy of certificate(s), award(s), and supplementary documents, if any, with this form to Ms Linda Law at* [*linda.law@polyu.edu.hk*](mailto:linda.law@polyu.edu.hk)***by 28 April 2023****.*

**Part I – Candidate’s Personal Particulars**

|  |  |
| --- | --- |
| Salutation:  Prof. / Dr / Ir / Sr / Mr / Mrs / Ms / Miss *(please delete where appropriate)* | |
| Name in English:  e.g. CHAN Tai Man | |
| Name in Chinese: | |
| Year of Birth:  (Month/Year) | Mobile No.: |
| Email Address: | LinkedIn, *if any*: |
| Correspondence Address: | |
| Educational Background:  (*Academic qualifications awarded by PolyU and other tertiary institution, in reverse chronological order*)  e.g. Bachelor of Science in Electronic Engineering, The Hong Kong Polytechnic University (2000) | |
| Professional Qualifications:  e.g. CPA, CFP, J.D., M.D. | |
| Honour(s) and Award(s):  e.g. JP, MH, BBS, SBS, GBS. | |
| Career History:  *(Current and previous job position(s) and organisation(s), in reverse chronological order*)  e.g. Chairman and Chief Executive Officer, ABC Corporation (1 Feb 2000 – present) | |
| Current Job:   |  |  | | --- | --- | | Organisation: |  | | Website: |  | | About the organisation: | Please briefly describe the size (e.g. no. of employees, offices) and nature of the organisation. | | Position: |  | | Description of roles and responsibilities:  *(in* ***no more than 200 words in point form****)* |  | | |

**Part II – Candidate’s Support and Contribution to PolyU**

*Please list out candidate’s support and contributions to PolyU, and describe his/her role and participations.*

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Leadership and/or participation in University events and alumni activities:  e.g. A guest speaker of an alumni talk, serving as a committee member of alumni association   |  |  |  |  | | --- | --- | --- | --- | | Affiliated Unit | Activity Name | Role | Period/ Year | |  |  |  |  | |  |  |  |  | |  |  |  |  | |  |  |  |  | |  |  |  |  | |
| Support in advisory committee/ academic review/ teaching/ research/ student development:  e.g. Serving as an external examiner, a member in departmental advisory committee, as a mentor for students, or offering internship or WIE to students   |  |  |  |  | | --- | --- | --- | --- | | Affiliated Unit | Title | Role | Period/ Year | |  |  |  |  | |  |  |  |  | |  |  |  |  | |  |  |  |  | |  |  |  |  | |
| Other supports rendered to PolyU’s initiatives including financial / in-kind donation or sponsorship: |

**Part III – Nomination for Award Categories**

The Candidate is nominated to the following award category.

(Select ONE or no more than TWO categories. *Please* *🗹 where appropriate)*

* **(1) Professional Achievement 專業成就**  
  *This category recognises alumni who have attained distinguished achievements, demonstrated exemplary leadership and made a strong impact on their profession/ industry/ society.*
* **(2) Entrepreneurial Achievement** **創業/工商業成就**  
  *This category recognises alumni who have demonstrated outstanding innovation and entrepreneurship, as well as founded or advanced business or technology ventures with impact.*
* **(3) Scholarly Achievement** **學術成就**  
  *This category recognises alumni scholars who have made notable scholarly or research contributions in their disciplines, with proven track record and excellent reputation in the field.*
* **(4) Community Service Achievement** **社會服務成就**  
  *This category recognises alumni who have made impactful contributions to the communities, or demonstrated an extraordinary level of commitment, volunteerism and/or philanthropy for promoting the wellbeing of the communities.*

**Part IV – Candidate’s Achievements/ Accomplishments**

*Please provide the details and provide supplementary, where applicable (in* ***no more than 500 words in******point form*** *for each section).*

**(1) Professional achievement and impact**

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| --- |
| Accomplishments and reputation in the profession/ industry/ civil service: |
| Innovation and impact on the profession/ industry/ society: |
| Recognition and awards received from the profession/ industry/ public:  Please specify the name of the recognition/ award, organiser, country/ region, and year of recognition. |

**(2) Entrepreneurial achievement and impact** *(in* ***no more than 500 words in point form*** *for each section).*

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| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Nature, size and development of the business or technology venture/ enterprise:   |  |  | | --- | --- | | Candidate’s role: | 🞏 Founder/ Co-founder  🞏 Shareholder  🞏 Management (Please specify candidate’s roles) | | Year of establishment: |  | | About the venture/ enterprise: | For Startup, please specify the stage of development e.g. Seed stage, Series A, if applicable.  For others, please indicate it is a listed or private company. | | Website: |  | | Major products/ services: |  | | Development: | Please describe the development and/or advancement of the business or technology venture/ enterprise, if applicable. | | Technology: | Please specify the technologies developed, if any. | | Financial information: | Revenue (in HKD):  Valuation*, if applicable* (in HKD): |   *Please provide and attach relevant information on the above if applicable.* |
| Innovation and impact of the venture/ enterprise: |
| Recognition and awards received from the industry/ community: Please specify the name of the recognition/ award, organiser, country/ region, and year of recognition. |

**(3) Scholarly and research achievement and impact** *(in* ***no more than 500 words in point form*** *for each section)*

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| --- |
| Scholarly and research achievements with an emphasis on impact:  Please highlight the impact of the scholarly and research activities of the candidate. |
| Reputation and leadership in the field: |
| Scholarly/ research recognition and awards:  Please specify the name of the recognition/ award, organiser, country/ region, and year of recognition. |

**(4) Community service achievement and impact** *(in* ***no more than 500 words in point form*** *for each section)*

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| --- |
| Commitment and contribution to community services or voluntary/ philanthropic services:  Please describe candidate’s role and involvement in the services, affiliated unit, and year. |
| Leadership and impact of community service for social good: |
| Recognition and awards received from communities served:  Please specify the name of the recognition/ award, organiser, country/ region, and year of recognition. |

**Part V – Proposer’s Declaration & Particulars**

|  |  |
| --- | --- |
| Full Name (English): | Full Name (Chinese): |
| Post Title: | Organisation: |
| Mobile No: | Email Address: |
| Affiliation with PolyU:  *(Please 🗹 where appropriate)*  🞎 Graduate of PolyU or its forerunners (Award Year: \_\_\_\_\_\_; Award Name:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_)  🞎 Staff Member of PolyU  🞎 Honorary Graduate/ University Fellow/ Current Member of Council or Court of PolyU  🞎 Current Member of an Advisory Committee of PolyU | |
| **Personal Information Collection Statement**  All information submitted on this nomination form will be kept strictly confidential and will only be used by the Selection Committee for the purpose of the selection process. The School of Hotel and Tourism Management (SHTM) will send information to the proposer, candidate and/or referees including results announcement, information of award presentation ceremony, etc. through various communication channels by using the personal data provided (including name, email address, mailing address and telephone number). Proposers, candidates and referees can access to or change their personal data by contacting the Ms. Linda Law at 852-3400 2231 / at *linda.law@polyu.edu.hk*.  **Declaration**  I attest to all the facts in this nomination form (and its attachments). I hereby declare that I agree to abide by the selection regulations for the Award. I am prepared to provide any further information or documents requested by the School of Hotel and Tourism Management (SHTM). | |
| Signature of Proposer: | Date: |

**Checklist for Submission**

🞎 A completed nomination form in **word format**

🞎 A current curriculum vitae of the nominee with a passport photo **in pdf format**

🞎 Copy of certificate(s) **in pdf format**

🞎 Copy of award(s) **in pdf format**

🞎 Copy of other supplementary documents **in pdf format**