

# COLLEGE OF PROFESSIONAL AND CONTINUING EDUCATION

## Self/Peer Nomination Form for

### CPCE Outstanding Teaching Performance/Achievement Awards 2016/17

#### Guidelines for completion of this form

1. Nominations may be made by all full-time academic staff, including self-nomination.
2. The nomination should be accompanied by a written rationale in English/ Chinese (of not more than one page of A4 size paper).
3. The completed nomination form and written rationale should be submitted to your Head of Unit<sup>^</sup> for endorsement on or before 19 May 2017. Nominations endorsed by your Head of Unit will then be passed to the Secretary of the College Learning and Teaching Committee for further action.

<sup>^</sup> *In case of cross-unit nomination, the completed nomination form and written rationale should be submitted to the Head of Unit of the Nominee concerned for endorsement.*

#### Part I Particulars of Nominee

Name	Unit	Post
	HKCC / SPEED*	

\* Please delete as appropriate.

Signature for acceptance as a nominee: \_\_\_\_\_ Date: \_\_\_\_\_

#### Part II Particulars of Proposer and Seconder

##### Proposer

Name	Unit	Post
	HKCC / SPEED*	

Signature of proposer: \_\_\_\_\_ Date: \_\_\_\_\_

##### Seconder

Name	Unit	Post
	HKCC / SPEED*	

Signature of seconder: \_\_\_\_\_ Date: \_\_\_\_\_

#### Part III Endorsement by Director of HKCC / SPEED\*

Signature of Unit Head: \_\_\_\_\_ Date: \_\_\_\_\_