

Nomination Form

Distinguished Teaching Award for Non-Senate Faculty

This form is for submitting nominations for the **Distinguished Teaching Award for Non-Senate Faculty**. To nominate individuals for other Distinguished Teaching Award categories, please visit the [Distinguished Teaching Awards website](#).

Submission Deadline: All nominations, including letters of recommendations, must be submitted by **`{e://Field/deadline}`** at 5:00pm.

Late or incomplete submissions will not be accepted. Letter writers will receive separate links to upload and submit their letters of recommendation. It is the responsibility of the nominee and/or nominator to ensure that letter writers submit their letters by the submission deadline.

Eligibility: Non-Senate Faculty (faculty in the Adjunct series, Clinical compensated series, Visiting Professors, Acting Assistant Professors, Lecturers, and Academic Administrators) at the time of nomination.

Requirements: We ask that nominators adhere to all of the

requirements below, including letter writers following the specified length guidelines. Failure to do so may be grounds for the rejection of the application.

Upload **ALL** nomination materials as PDFs. Please refer to the instructions on the [Distinguished Teaching Awards website](#) for details on the required materials for submission. Please note that no other materials should be submitted as supporting evidence. We recommend you have all documents ready for uploading prior to beginning this application.

For questions, please contact awards@teaching.ucla.edu.

Nominee's First name

Nominee's Last name

Nominee's 9-Digit UID

Nominee's Email address

Nominee's Academic Title

If "Other," please provide nominee's role/title:

Nominee's Primary Division or School

If "Other," please provide nominee's Division or School name:

Nominee's Primary Department or Academic Program

If "Other," please provide nominee's Department or Academic Program name:

Please select award category

Is this a self-nomination?

- ☐ Yes
- ☐ No

Nominator's First name

Nominator's Last name

Nominator's Email address

Nominator's Academic Title

If "Other," please provide nominator's role/title:

Nominator's Primary Division or School

If "Other," please provide nominator's Division or School name:

Nominator's Primary Department or Academic Program

If "Other," please provide nominator's Department or Academic Program name:

Department Chair Letter

Please upload a letter written by the chair of the nominee's academic unit that describes how the nominee meets the award criteria (500 words max, PDF format).

Nominee Statement

The nominee should provide a self-statement indicating their teaching accomplishments and how they fit the criteria for the award category. Note: statements should be understandable to

reviewers unfamiliar with the instructor's discipline/field (750 words max, PDF format).

Statement of Teaching Philosophy

The nominee should provide a statement of teaching philosophy. A statement of teaching philosophy encompasses one's beliefs, values, and goals about teaching and learning (1000 words max, PDF format).

Letters of Recommendation

Please provide names and email addresses of **one to three** individuals (e.g., colleagues, teaching assistants, current or former students) who will provide letters of recommendation.

Letter writers will receive separate links to upload and submit their letters of recommendation. Each recommendation must follow the provided structured question template for the [selected award category](#).

Please note it is the responsibility of the nominee and/or nominator to ensure that the letter writers submit their

letters by the submission deadline. Late or incomplete applications will not be accepted.

Letter of Recommendation #1

First Name

Last Name

Email Address

Letter of Recommendation #2

First Name

Last Name

Email Address

Letter of Recommendation #3

First Name

Last Name

Email Address

Letter of Support

Please provide the name and email address of one additional individual who will provide a letter of support. This letter may be written by a dean, colleague, or other individual familiar with the nominee's teaching. The letter of support should focus on the category for which the instructor is being nominated (500 words max).

The individual will receive a separate link to upload and submit their letter of support. This letter does not need to follow a structured template.

Please note it is the responsibility of the nominee and/or nominator to ensure that the letter writer submits their letter by the submission deadline. Late or incomplete applications will not be accepted.

Letter of Support

First Name

Last Name

Email Address

Please upload a selection of **one to five** teaching artifacts, appropriately annotated and excerpted, that illustrate the teaching approach(es) described in the nominee's statement (10 pages max combined). Each artifact should be referenced in the nominee's statement. Please see the [Distinguished Teaching Award website](#) for examples.

Teaching Artifact #1

Teaching Artifact #2

Teaching Artifact #3

Teaching Artifact #4

Teaching Artifact #5