

## PROCEDURE

### ALBERTA BRANCH PRESIDENT'S OUTSTANDING ACADEMIC ACHIEVEMENT AWARD

#### 1. Objective

The Canadian Institute of Public Health Inspectors (Alberta Branch) believes that outstanding academic achievement in the Environmental Health Program (hereinafter referred to as the 'Program') at Concordia University College of Alberta deserves recognition. A cash award of \$750 will be granted to one student from each academic year that has:

- Graduated from the program; and
- Demonstrated the highest academic achievement in the program.

#### 2. Eligibility and Criteria

In order to be eligible for consideration for the Award, a candidate must have completed the academic portion of the Program, including completion of the field practicum or applied study portion.

#### 3. Application

Applications are not necessary for this Award. The Alberta Branch Executive will request the Program to provide the name of the individual who has achieved the highest grade point average (GPA) for each graduating class.

#### 4. General Policy

- All documentation will be reviewed by the Branch Executive to ensure the information meets the criteria outlined in Article 2.
  - Those Branch Executive members who have had contact with the nominee and that may have a conflict of interest arising from such contact shall inform the Branch President in writing and excuse themselves from this award selection process
- Normally, a single recipient will be chosen by the Branch Executive for each intake period of the Program. If two or more graduates equally deserve recognition, the Branch Executive has the option of awarding more than one Award.
  - For students who are considered part-time, their intake year shall be considered the term in which they have completed their academic courses and capstone option (practicum or project, whatever the case may be).
- The recipient(s)' name may be posted on the CIPHI Alberta Branch Website and printed in the *Alberta Branch Newsletter* to inform the membership.
- The Branch Executive will review, assess, and modify this award as necessary to reflect the philosophy and best interests of the Association and its' membership.

## 5. Award Presentation Details

The following wording is to be engraved on the award that is given to the recipient:

Alberta Branch President's Outstanding Academic Achievement Award

Year of Presentation (e.g. 2010)

Name of Recipient (e.g. Jane Doe)

For achieving the highest standard of academic achievement in the Environmental Health program at Concordia University College of Alberta

Approved 02-Oct-2011