

ATTACHMENT #1

PROFESSIONAL ADVISOR AWARDEE INFORMATION
Cover Page

Due January 26, 2018 to PVFA@aa.ufl.edu

Complete one sheet (without packet) for each college-level awardee.
Complete one sheet with packet for each University-wide nominee.

Please type in all information:

College: _____

Department/Unit: _____

Nominee Information:

Full Name and Title: (Dr., Ms., etc.) _____
(Please indicate name and UF credentials as they should appear on the plaque.)

Position Title: _____ UFID: _____

Phonetic Pronunciation of Name: _____

Email address of nominee: _____

Award Level: (select one)

____ College-level award only

____ College-level award AND University-level award nominee (packet attached).

Earning Account Code #: _____
(Earning Account Code # is the HR Account Number)

Dept. Code (Dept. ID): _____ (must include all 8 digits)

College budget office contact/email: _____
(Provost Office will advise when payments will occur or should be processed by College)

Nominee Signature

Dean's Signature

2017-18 Professional Advisor of the Year Portfolio
ATTACHMENT #2

- If you use UF colors and/or logos in packet materials, please adhere to the most recent UF Brand Center Guidelines: <http://www.identity.ufl.edu/>
- You may include links to web-based materials; however, please select representative examples. Do not include links to information only accessible via password.
- Please use the section headings as listed below; do not add additional sections.
- Key your responses, as appropriate, to the stated criteria in the "Guidelines."

PROFESSIONAL ADVISOR AWARD

*Section	Topic	Maximum No. Pages
1.0	Cover page (Attachment 1)	1
2.0	Chair's OR Supervisor's Letter	2
3.0	Advising philosophy (include # of students advised in past 2 years)	2
4.0	Documentation - Required	n/a
4.2	Student letter(s) (NO CURRENT STUDENTS)	6
4.3	Evidence of the 4 criteria listed in the "Guidelines"	4
5.0	Documentation - Optional	n/a
5.1	Advising Awards/Honors	1
5.2	Metrics or other data demonstrating student success	1
	TOTAL MAXIMUM PAGES	17

*Use the Section #'s listed to organize packet

Note: Emphasis will be placed on accomplishments from the current year. Feel free to use past 3 years data to show impact of current activities.