ROCA Award of Merit
Nomination Form

The Award of Merit is regarded as one of the highest honours ROCA can bestow on a member.

The Person Being Nominated:

Name:	
Address:	
Mobile Phone:	
Email address:	
Period at Roseworthy:	
Qualification Gained:	

Proposed by:	**Seconded by:**
Name:	**Name:**
Address:	**Address:**
Mobile Phone:	**Mobile Phone:**
Email:	**Email:**
Period at Roseworthy:	**Period at Roseworthy:**
Signature:	**Signature:**
Date:	**Date:**

Please attach supporting data outlining the nominee's career since leaving Roseworthy, including details of major published papers, achievements, academic qualifications, awards & honours received and service to industry, community and ROCA.

Nominators and nominee must be current ROCA members. If physical signature is difficult, email validation will be sufficient

Nominations are to be sent by mail to: ROCA, P.O. Box 503, Kent Town SA 5071
or by e-mail to: roca.committee@gmail.com Nominations must be received no later than 30th June.

Rules governing the ROCA Award of Merit

1. ROCA shall annually award a medal to a member of the Association who is made a meritorious contribution to any field of activity relating to their studies during the College era or the Campus era of the Roseworthy Campus of Adelaide University, and/or their contribution to the affairs of the Association.
2. Nominees for the Award must be a Member of the Association, and the nomination shall be signed by two members of the Association.
3. Nominations must be made on the Standard Form.
4. Nominations should include a resume detailing the nominee's career and, as appropriate, details of published papers, other qualifications, awards and honours and achievements. Nominations should also include details of the nominee's broader service to industry, government, the community and to the Association. References from colleagues familiar with the nominee's career and achievements should be included.
5. A Selection Committee, comprising four members, plus the President of the Association, shall be appointed annually by the Association Committee. The four appointed members shall be broadly representative of the fields of activity of the courses delivered during the College era and the Campus era of the Roseworthy Campus of the University of Adelaide.
6. Nominations must reach the Secretary of the Association by 30th June each year.
7. On the recommendation of the Selection Committee, nominations not selected for the Award may be carried forward for consideration in the following year.
8. The President of the Association, who shall have a casting vote only, shall be the Convener of the Selection Committee.
9. Three members, one of whom must be the President of the Association, shall form a quorum.
10. In the event of a member of the Association Committee or the Selection Committee being nominated for the Award, that member will stand down from all discussions and deliberations pertaining to the Award for that year.
11. The Selection Committee shall select the recipient no later than four weeks prior to the date of the presentation of the Award.
12. The members of the Association Committee and the Selection Committee are not to, in any circumstance, disclose the names of nominees for the Award.