



Secondary Teacher of the Year Award 2009 Award Nomination Form

Eligibility

Award Candidates must meet the following criteria to be considered for the 2009 IBEA Secondary Teacher of the Year Award:

- The nominee must be primarily engaged in teaching business at the secondary level.
- If the nominee has dual responsibilities, at least 50 percent of those responsibilities at the major employing institution must be in teaching.
- The nominee's contributions may have been made over an extended period of time, but the major impact must have occurred within three years prior to the nomination.
- The nominee must be a member of IBEA.

Nomination Guidelines (Please Read Carefully)

Nominations must be made by an IBEA member or by the Executive Board of IBEA. The nominator signing the form must be a current IBEA member, or the nominee will be disqualified.

1. Nominations must be on this 2009 nomination form cover sheet. All forms should be typed in a 10-point or larger font. No handwritten submissions will be accepted.
2. Five (5) copies of the nomination packet must be submitted to the IBEA Awards Committee. All material (including the nomination form and the supporting letters) must be on white paper.
3. A minimum of two (2) and a maximum of five (5) supporting letters, each limited to one side of one piece of 8 1/2" x 11" paper or letterhead, should accompany this form. A 12-point or larger font is required. **Please note:** Letters longer than one page will result in disqualification of the nominee.
4. No additional pages or material should be included with the nomination form other than letters as stated in the previous statement.
5. Nominations should be mailed to the IBEA Awards Committee, ATTN: Jason Hendrickson, 100 Warrior Way, Danville, IN 46122.
6. Nomination papers or electronic mail must be postmarked by September 18, 2009.



**Secondary Teacher of the Year Award
2009 Award Nomination Form**

Outstanding Contributions to Business Education by a Secondary Business Teacher

Date _____

Full Name of Nominee _____

Address _____

City _____ State _____ Zip _____

Present Position _____

Daytime Phone _____

Name of Nominator _____ Signature _____

Address _____

Position _____

For Office Use Only:

Submitted: _____ Resubmitted: _____