**THE CHANCELLOR’S AWARD**

**2025 Round: Recognising innovative approaches across our community**

**GUIDANCE NOTES**

Nominations are welcome from all staff and students, whether individuals or teams.

Nominations will be accepted for any recent activity undertaken that can be aligned to the Award’s annual theme.

Please note that staff entrants must be formally nominated by their PVC Executive Dean, Head of School or Professional Services Director and that we will accept a **maximum of two applications** per academic School or Professional Services Unit.

Further evidence may be submitted as an optional appendix. Please ensure that images do not exceed 1MB.

**NOMINEE DETAILS**

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| --- | --- | --- |
| **Name and email address of nominee** |  | Member(s) of staff  Student(s) |
| **If nominating a team, please list the members** |  | |
| **Name of proposer (if different to nominee)** |  | |
| **Primary email address for award-related correspondence** |  | |
| **School/PSU or Students’ Union** |  | |
| *Staff entrants must be formally nominated by their PVC Executive Dean, Head of School or Professional Services Director, with no more than two applications permitted per School or PSU*  **Name of Head of School/PSU Director:**  **Signature of Head of School/PSU Director:**  **Date:** | | |

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**ENTRY FORM**

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| **1: Summary (up to 250 words)**  *Please provide a short, third-person lay summary of the application for use in citations and publicity* |
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| **3: Describe the nature of the contribution and its impacts (up to 1,000 words)**   * *What was the purpose of the initiative and who was involved?* * *What activities were delivered and how were they funded?* * *What was achieved and what were the outcomes?* * *How has the work been of benefit to our University and/or to external communities or individuals?* |
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| **4: Describe any plans to continue or further develop this work (up to 250 words)**  *Please detail any plans to progress, roll-out or adapt the initiative in future* |
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| **5: Optional appendix: evidence and testimonials (up to 500 words)**  *Please include evidence you may have to support this nomination. This could include hyperlinks to reports, statistics, video content or media coverage, photographs or testimonials* |
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**Please send completed entries to** [**VC@Swansea.ac.uk**](mailto:VC@Swansea.ac.uk)

**The deadline for nominations is midnight on Sunday 9th March 2025**