



Nomination Application for:

Recognition as a Fellow (FCPA)

Recognition by CPA peers of NUW/NU CPA for their leadership and exceptional performance in their professional careers, volunteer activities, and the accounting profession.

Or

Lifetime Achievement Recognition

Recognition by CPA peers of NWT/NU FCPA for their extraordinary contribution, dedication and leadership in their career, volunteer activities, and the accounting profession.

The NWT/NU CPA members can use this application form to nominate a candidate for either of the two awards. Only one nomination per application will be accepted by the Awards & Recognition Committee. Should you wish to nominate a candidate for both awards, two applications will be required.

Please send the electronic file and supporting documents (in PDF format, do not ZIP the PDF) to the CPA Executive Director, Denise Grey, at: admin@cpa-nwt-nu.org

Please use your email's subject line: **Confidential, CPA NWT/NU Nomination Application.**

Don't hesitate to contact the CPA Executive Director if electronic submission is impossible or if you have other admin issues.



Admission Criteria for FCPA & Lifetime

For the Fellowship (FCPA) Award:

Nominators must highlight the candidate's **leadership** and the **exceptional nature** of the candidate's performance in at least two of the following fields of activity:

- **professional career;**
- **volunteer involvement** in the affairs of the accounting profession;
- **volunteer contribution** to professional, community or charitable organizations.

Candidates need not have made an exceptional contribution or demonstrated leadership in all three areas. Still, the nomination file should show that the candidate has made a **remarkable contribution** in more than one field of activity. Nominators must also demonstrate that the remarkable contribution of the candidate is **common knowledge** (i.e., the acknowledged achievements make the member a recognized leader due to the quality of their significant contribution in more than one of the three fields of activity listed above. In addition, nomination files must highlight that candidates identify themselves as Chartered Professional Accountants and **are known and recognized as CPAs**.

In some infrequent circumstances, a candidate may have made such an exceptionally outstanding contribution in one field of activity that the nominator feels an FCPA is deserved. The Recognition and Awards Committee will consider such applications on a case-by-case basis.



For the Lifetime Membership Award:

Nominators must highlight the **FCPA's extraordinary contribution, dedication and leadership** and their **significant achievements** in at least two of the following fields of activity:

- **professional career;**
- **volunteer involvement** in the affairs of the accounting profession
- **volunteer contribution** to professional, community or charitable organizations.

Candidates need not have made an exceptional contribution in all three areas. Still, the nomination file should demonstrate that the candidate has made **an extraordinary contribution in more than one field of activity**. Nominators must also show that the **extraordinary contribution** of the candidate is **common knowledge**, i.e., the acknowledged achievements make the member a recognized leader due to the quality of their significant contribution in more than one of the three fields of activity listed above.

In addition, nomination files must highlight the fact that **candidates identify themselves as Chartered Professional Accountants** and **that they are known and recognized as CPAs**



Section 1 — Candidate Nomination

We are nominating _____ for the _____ recognition by the NWT/NU CPAs. We confirm that:

- We have personally known the candidate for **over seven years.**
- The application and the supporting documentation are complete, and its information is accurate and sufficient to allow the Awards and Recognition Committee to evaluate the nomination fairly.
- The Awards and Recognition Committee reserves the right to have the main facts in support of a nomination validated by an outside source.
- We have not disclosed the application to the candidate. We understand that the Awards and Recognitions Committee will recommend the qualified candidates to the CPA NWT/NU Board for approval of appropriate recognition. The Executive Director will contact us only after the Board decides.
- We are members of CPA NWT/NU in good standing.

Signed by:			
Full Name:			
Address:			
Community:	Territory:	Postal Code	
Email Address:			
Telephone:			

Signed by:			
Full Name:			
Address:			
Community:	Territory:	Postal Code	
Email Address:			
Telephone:			



Section 2: Information on career, CPA profession, and Community Service

A. Nominee’s Professional Work Experience

Describe the candidate’s career path, beginning with the current or last position held if the candidate is retired. Alternatively, you can attach a current resume.

	Employer with address	Position	Years: from/to
1.			
2.			
3.			
4.			

Describe the significant Achievements in the professional career showing that the candidate has made a remarkable contribution, and highlight the way these achievements earned the candidate distinction (Maximum 400 words)



B. CPA Profession Contribution (Board, Committees or Other Initiatives)

List the nominee’s most important volunteer activities with the CPA profession as a member beginning with the most recent/important. The activities they participated in and in what capacity (member, chair, organizer, speaker, etc.). Alternatively, you can attach a list of contributions by the member over the years.

No.	Committees/Task forces/Activities/Events	Organization	Position	Years: from/to
1.				
2.				
3.				
4.				

Describe the significant achievements during involvement in the affairs of the profession showing that the candidate has made an exceptional or remarkable contribution, and highlight how these achievements earned the candidate distinction (Maximum 400 words).



C. Community Service

Volunteer Contribution to Community, Charitable or Other Not-For-Profit Organizations. List the nominee’s most important volunteer activities with the community, charitable or other not-for-profit organizations, beginning with the most recent.

	Organization	Position	Years: from/to
1)			
2)			
3)			
4)			

Describe the achievements of the member during their involvement with these organizations. Highlight the candidate making an exceptional or remarkable contribution, and explain the way these achievements earned the candidate distinction (Maximum 400 words)



SECTION 3: AWARDS, TITLES, AND HONORARY DISTINCTIONS

Please list all the awards, titles, and honorary distinctions the candidate has received throughout their career.

List all awards, titles, and honorary distinctions, beginning with the most recent.		
Award:	Organization:	Year:
Comments:		
Award:	Organization:	Year:
Comments:		
Award:	Organization:	Year:
Comments:		
<u>Others:</u>		



SECTION 4: LETTERS OF SUPPORT

This section should identify the source of the letters of support attesting to the candidate’s achievements. Please submit them as PDF attachments along with the completed nomination file. The number of letters is not significant; the quality of the endorsements is crucial. The letters of support should adequately highlight the candidate’s **leadership** and the **exceptional nature** of the candidate’s performance.

LETTERS OF SUPPORT (ENCLOSED OR TO BE SUBMITTED)

Please list the letters of support and identify their source.

Total number of letters of support: ____

Letter No.	Last name	First name	Position	Employer
No. 1				
No. 2				
No. 3				
No. 4				

-----End of Application -----