

## **GUIDELINES FOR SELECTING RECIPIENTS OF HONORARY LIFE MEMBERSHIP**

1. Honorary Life Membership, a recognition of excellence in education at the national level, is normally meant to honour individuals who have contributed significantly to CASA. Significant contributions at the provincial affiliate level will be considered only in light of their relevance to CASA and its national mandate.
2. Nominations for Honorary Life Membership in CASA will be received and accepted for consideration between October 1<sup>st</sup> and May 16th for awards to be presented at the Annual Conference in July each year. Nominations received after May 16th will be considered only by consent of the Affiliate Council.
3. All nominations shall be made on a form provided by CASA. No more than an additional two pages of date may be submitted with the nomination.
4. CASA members, through their provincial affiliate, to the CASA office shall submit nominations. Affiliates shall rank-order nominations before forwarding them to the CASA office.
5. Associate members may send nominations directly to CASA.
6. An annual notice soliciting nominations shall be sent by CASA on or before November 1 to members of the CASA Affiliate Council, the President and Executive Directors/ Secretaries of CASA affiliates, and to associate members. The notice will include nomination forms and the selection guidelines.
7. The CASA Executive Committee will consider all nominations received at the CASA office by May 16th.
8. The Executive Committee will consider the suitability of candidates based on responses to the items contained in the Nomination Forms and, if applicable, to the one or two pages of additional information provided with the nominations. The rank ordering by Affiliates will also be taken into account.
9. The Executive Committee will recommend to the Affiliate Council candidates to be honored with Honorary Life Membership.
10. No person eligible for regular membership shall be eligible for Honorary Life Membership.

# HONORARY LIFE MEMBERSHIP NOMINATION FORM

NAME OF NOMINEE: \_\_\_\_\_

CURRENT ADDRESS: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

PRESENT POSITION: \_\_\_\_\_



## 1. CASA Membership

a) The nominee has been a member of CASA for \_\_\_\_\_ years.  
Give dates of membership, if known: \_\_\_\_\_

b) Briefly summarize involvement in CASA at the Executive level, Committee level, Provincial Affiliate level, etc.

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

## 2. List leadership positions in educational administration. (Maximum of 3)

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

## 3. List significant accomplishments of nominee. (Maximum of 3)

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

4. List honors that nominee has received. (Local, provincial, national) (Maximum of 3)

---

---

---

5. Indicate offices held in provincial and/or national education organizations. (Maximum of 3)

Office: \_\_\_\_\_ Organization: \_\_\_\_\_  
Office: \_\_\_\_\_ Organization: \_\_\_\_\_  
Office: \_\_\_\_\_ Organization: \_\_\_\_\_

6. Indicate other professional or personal responsibilities of significance that were assumed by the nominee (Maximum of 3)

---

---

---

---

---

7. Some persons may be nominated with qualifications for which this instrument is inappropriate. If so, attach a statement of two pages or less, which would cite the person's achievement, justifying nomination for Honorary Life Membership.

NOMINATION SUBMITTED BY:

---

---

---

---

**RETURN TO:**

**CASA**  
1123 Glenashton Drive  
Oakville, ON. L6H 5M1  
Telephone: (905) 845-2345 Fax: (905) 845-2044