



2022 Marsha L. Landolt Distinguished Graduate Mentor Award

[cover page and departmental guidelines](#)

Please fill out the cover page (page 2) completely. Check off each item and supply the requested information as appropriate.

NOMINATION LETTERS

The letter of support from the department chair or his/her designate can be no more than two pages in length. All other recommendation letters can be no longer than one page in length. For all documents, fonts are to be no smaller than 11-point and margins no narrower than one inch. We will strictly observe page-length limits and formatting guidelines.

DEPARTMENTAL COORDINATION & SUBMISSION OF COMPLETED NOMINATION PACKETS

The following materials must be submitted as a single file in Adobe PDF format to the Graduate School by 5 p.m. PST on December 8, 2021, c/o graddean@uw.edu. Note that there is a limit of one nomination per department.

Please name your file following this format:

LASTNAMENOMINEE, firstnamenominee – Nominating Department.pdf

Ex: SONG, River – Astrobiology.pdf

Please submit the documents in the following order, using no smaller than 11-point font and no narrower than one-inch margins:

1. The Landolt Award checklist (page 2 of this document, attached—to be used as the cover page; *required*);
2. A letter of support from the department chair or his/her designate (*required*)*;
3. No more than **three nomination letters** from current graduate students;
4. No more than **four nomination letters** from former graduate students;
5. No more than **two letters** from other students (e.g., undergraduates or postdoctoral associates), faculty or staff;

6. A **current, abbreviated copy** of the nominee's CV of no more than six pages;

7. A list of current and former mentored graduate students directly supervised (required; see page 5 of this document). NB: Please list all of the nominee's students who have received substantive supervision, regardless if the nominee was the committee chair or not.

8. No more than **four pages** of other supporting materials (e.g., course syllabi, student evaluations, etc.) as desired, but not to include additional nomination letters.

*In their cover letters, departmental chairs are invited to incorporate comments from those nomination letters they have received from current or former students or colleagues that are not among the letters included in the final packet of materials.

DEADLINE

The deadline for departments to return completed nomination packets is **5 p.m. PST on December 8, 2021**. This is a *firm deadline*. In fairness to all nominators, no exceptions or extensions will be granted.

QUESTIONS?

Jerry Pangilinan, graddean@uw.edu

Assistant to the Dean, The Graduate School

**2022 Marsha L. Landolt Distinguished Graduate Mentor Award –
cover page & checklist**

Nominee Information			
Nominee's name			
Title (professor, associate, assistant)		Department	
Nominee's e-mail		Box number	
Nominee's preferred gender pronouns		How does the nominee pronounce their name?	
Nominee's cell phone		Nominee's home address	

Departmental Information			
Name and e-mail of the person submitting this file			
Department chair's name			
Chair's email		Chair's box number	

- Nomination File Materials**
- Please order materials in this sequence;
 - Check off each item and/or supply the document;
 - Formatting guidelines: For all documents, fonts are to be no smaller than 11-point and margins no narrower than one inch.

<input type="checkbox"/>	Landolt Award cover page/checklist (to be used as the cover sheet) <i>required</i>
<input type="checkbox"/>	Cover letter from the chair or his/her designee <i>required</i>
	In their cover letters, departmental chairs are invited to incorporate comments from those nomination letters they have received from current or former students or colleagues that are not among the letters included in the final packet of materials.
	Nomination letters from current grad students (no more than three, each no more than one page in length)
<input type="checkbox"/>	_____
<input type="checkbox"/>	_____
<input type="checkbox"/>	_____
	Nomination letters from former grad students (no more than four, each no more than one page in length)
<input type="checkbox"/>	_____
<input type="checkbox"/>	_____
<input type="checkbox"/>	_____
<input type="checkbox"/>	_____
	Nomination letters from other students (e.g., undergraduates or post-docs), faculty or staff (no more than two, each no more than one page in length)
<input type="checkbox"/>	_____
<input type="checkbox"/>	_____
<input type="checkbox"/>	Abbreviated version of nominee's CV (no more than six pages in length)
<input type="checkbox"/>	List of current and former mentored graduate students (see page 4) <i>required</i>
<input type="checkbox"/>	Other supporting materials (no more than four pages), <i>but not to include additional nomination letters</i>

DEADLINE

The deadline for departments to return completed nomination packets is **5 p.m. PST on December 8, 2021**. This is a *firm deadline*.

In fairness to all nominators, no exceptions or extensions will be granted.

2022 Marsha L. Landolt Distinguished Graduate Mentor Award – list of current and former mentored graduate students

Graduate students mentored* (Last, First)	Ph.D./master's/ other (please describe)	Committee chair? (Yes/No)	Year graduated	Current employment situation (for alumni)

*List the nominee's students who have received substantive supervision, regardless whether the nominee was the committee chair or not.

QUESTIONS? Please email graddean@uw.edu
