

**Nomination Deadline: Monday, September 30, 2019**

Institutions of higher education may nominate an organizational unit that has built a solid reputation for outstanding support and service for their faculty or students. Nominations should only include one organizational unit focused on either student or faculty support. The application must include how this unit's efforts are replicable and innovative.

Please complete the following application and submit it online. This nomination is made by the institution's president/CEO or Provost/Academic Vice President. Nominees should not use more space than is allotted on the application. An integral part of this program should be largely documented on the college's Web site. Please provide access to any restricted parts of your Web site so the evaluators can view these examples.

*\* Note that if you include any links in the following application form, you must write out the full URL, since Survey Monkey will not translate a phrase or word that has an underlying hyperlink.*

\* 1. Please provide the contact info for the nominator

Name:

Company:

Address 1:

Address 2:

City/Town:

State/Province:

ZIP/Postal Code:

Country:

Email Address:

Phone Number:

Name

Title

Institution

Address

City/Town

State/Province

Zipcode

Country

Phone number

E-mail address

\* 2. Please provide the contact information for the person or team leader who is responsible for administering the technical support and services program and making it excellent.

Name

Title

Institution

Address

City/Town

State/Province

Zipcode

Country

Phone number

E-mail address

3. Please provide online access to the technical support and services which are being nominated, so our panel of judges can explore them in their entirety -- include the URL and any required log-in names, passwords, or other information.

\* 4. Why is this organizational unit being nominated to receive an award from ITC? Describe how the program's staff has built a solid reputation for outstanding elearning faculty or student support services to deserve this award. (500 word maximum)

\* 5. Describe innovative and effective ways this unit provides elearning support and services for faculty or students online (i.e., web site, synchronous online meetings, wikis, online chat sessions, blogging, etc.). Provide links. *(200 word maximum)*

\* 6. Describe how this unit's efforts have improved student retention/faculty satisfaction. Give evidence or provide evaluation results that prove their efforts are effective. Provide links where appropriate. *(100 word maximum)*

\* 7. Describe how this unit evaluates and improves its support and services. Provide specific examples of changes made due to evaluative results. Provide links where appropriate. (100 word maximum)

