

## **SUNY Chancellor's Distinguished PhD Graduate Dissertation Award: Instructions**

### **Nomination Packet**

A nomination package addressed to the SUNY Provost must be submitted electronically and include the below elements compiled into a single, integrated PDF in the following order:

1. SUNY Distinguished Dissertation Award Nomination Coversheet (see below)
2. Letter of nomination from Chief Academic Officer or Dean of the Graduate School (or equivalent)
3. 300-500 word abstract in plain language that can be understood by a general, non-specialist audience and suitable for a press release
4. Three letters of recommendation, evaluating the significance, exceptional quality, and impact of the nominee's dissertation work. The nominee's dissertation supervisor should write one of the letters; the other two should be from researchers, or committee members, familiar with the nominee's work. Letters should be written to a non-specialist audience, avoiding field-specific jargon. If portions of the dissertation have already been published, recommendation letters should indicate the quality of those venues.
5. Full dissertation (pdf version)
6. Nominee's current resume or CV, including current phone and email address

Note: Finalists may be asked for additional information, including a head shot photo suitable for a press release.

### **Coversheet Components**

1. Information about the Nominee
  - a. Nominee Name:
  - b. Nominee Phone Number (best to use):
  - c. Nominee Email Address (best to use):
  - d. Dissertation Title:
  - e. Doctoral-Granting Institution:
  - f. Doctoral-Granting Department:
  - g. Current Position/Title:
  - h. Current Affiliation/Employer:
  - i. Dissertation Committee Chair (name, rank, title, affiliation):
  - j. Dissertation Committee Members (for each: name, rank, title, affiliation):
  - k. Letters of Recommendation from (for each: name, rank, title, and affiliation):
  - l. Has any portion of this dissertation been previously published? If so, where?
2. Information about the Chief Academic Officer or Dean of the Graduate School (or equivalent) at the Nominating Institution
  - a. Name:
  - b. Signature:
  - c. Email:

d. Phone:

**Deadline for Nominations**

Nominations for the Distinguished Dissertation Award are to be submitted to the SUNY Provost at [dissertationaward@suny.edu](mailto:dissertationaward@suny.edu) by **August 5, 2022**.