

## *British Columbia Council for Exceptional Children*

### **2017 YES I CAN! AWARDS GUIDELINES**

If you would like to nominate a child or youth with exceptionalities for the **BC CEC Yes I Can! Awards**, please follow the directions below:

1. Each nominee must be nominated by one individual (e.g., teacher, principal, related service provider, friend, family member). The nominator does not need to be a CEC member.
2. The entire nomination form must be completed with specific information about the nominee. The more complete and detailed the information, the better. ***Ensure you provide information that addresses the nominee's achievements in the category in which he or she is nominated.***
3. The nominee may be nominated in **one category only**. Failure to do so will result in an incomplete nomination and will not be judged by the Awards Committee.
4. Please **print** or **type** all information. It is extremely difficult for the Awards Committee to judge forms that are not legible and will therefore not be reviewed.
5. Each nomination must include **two** letters of reference. Both letters of reference should be included with the nomination. Letters that are received separately from the nomination may be difficult to match with the appropriate nomination.
6. Photos and news clippings that support the nomination are encouraged. **Please note that the nomination form and additional materials submitted with the application become the property of the BC CEC.**
7. The nomination form must be **signed** by you, the nominator, as well as by the parent/guardian of the nominee.
8. The **nominator section** must be completed in full with your contact information, including complete address with postal code, phone number and e-mail address.
  - All nomination materials (including supporting documentation) should be submitted at the same time.
  - Double-check that the nominee's name is spelled correctly on **all** materials as it will be printed on his/her Certificate of Achievement.
9. Nomination forms must be postmarked no later than **March 10<sup>th</sup>, 2017**.

The nominator and nominee will both be notified if the nominee is selected for a Yes I Can! Award and will be invited to attend an awards celebration on May 27<sup>th</sup>, 2017. If the nominee is not selected, a Certificate of Achievement will be sent to the nominator for presentation at the local level.