



**THE CANADIAN ASSOCIATION OF PRINCIPALS  
DISTINGUISHED VICE-PRINCIPAL OF THE YEAR  
NOMINATION FORM**

The Canadian Association of Principals sponsor the Distinguished Vice-Principal of the Year Award

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|--------------------------|--|-----------------|--|
| Last Name:               |  |                 |  |
| First Name:              |  | Middle Initial: |  |
| Street Address:          |  |                 |  |
| City/Town                |  |                 |  |
| Province/Territory:      |  | Postal Code:    |  |
| Telephone:               |  |                 |  |
| Fax Number:              |  |                 |  |
| Email:                   |  |                 |  |
| Name of School:          |  |                 |  |
| School Street Address    |  |                 |  |
| City/Town                |  |                 |  |
| Province/Territory:      |  |                 |  |
| Postal Code:             |  |                 |  |
| Telephone:               |  |                 |  |
| Fax Number               |  |                 |  |
| Email:                   |  |                 |  |
| Grades:                  |  |                 |  |
| Enrolment:               |  |                 |  |
| Language:                |  |                 |  |
| School Board/District:   |  |                 |  |
| Director/Superintendent: |  |                 |  |

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**INFORMATION TO SUPPORT THE NOMINATION OF:**

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| <b>1. AWARDS &amp; DISTINCTIONS:</b> <i>(recognizing service to students and/or teachers)</i> |
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| <b>2. EXPERIENCES IN THE FIELD OF EDUCATION:</b> <i>(school-based activities that have benefited students and teachers)</i> |
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| <b>3. PROFESSIONAL GROWTH:</b> <i>(indicators of the candidate's desire to keep current with knowledge and trends in education; participation in research; publication of articles; leading workshops)</i> |
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| <b>4. PROFILE OF COMMUNITY SERVICE:</b> |
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**5. PHILOSOPHY OF STUDENT LEARNING:** *A statement by the Nominee to a maximum of 300 words. The candidate should provide examples of how the candidate's philosophy of learning has translated into innovative programs at the school.*

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## **AFFILIATE CERTIFICATION**

This is to certify that \_\_\_\_\_ has been nominated as the candidate for the CAP Distinguished Vice-Principal of the Year Award, and that the above information is accurate to the best of my knowledge.

Affiliate: \_\_\_\_\_

Affiliate President: \_\_\_\_\_

Signature: \_\_\_\_\_

CAP Director: \_\_\_\_\_

Date: \_\_\_\_\_

Nomination Form must be submitted to the provincial affiliate by February 15 of each year. The provincial affiliate must forward their nominee to the CAP National Office by March 1 of each year.

Criteria For Selection: (100 possible points)

1. School based activities that have assisted students and teachers (1 to max. of 40 points)
2. Professional growth (1 to max. of 20 points) Indicators of the candidates desire to keep abreast of current knowledge, trends and practice in education, participation in research, etc.
3. Community service (1 to max. of 20 points)
4. Essay re. Philosophy of Student Learning (1 to max. of 15 points)
5. Awards and Distinctions (1 to max. of 5 points) Recognition of service to students, teachers and/or community.

**Please return your nomination to your CAP provincial Principal Association prior to February 15. Please note that your CAP Representative must sign the nomination form.**

If you don't know who your Provincial CAP Representative is, find that person listed at the CAP Website under About Us – Contact List or go here:

<https://cdnprincipals.com/cap-directors>