

## **Procedures for Nomination:**

The file for nominations should include the following materials: (1) a copy of the nominee's curriculum vitae (which the nominee should be willing to submit); (2) a covering letter by the person making the nomination; (3) four signed letters of support of the nomination addressing the contributions to the body of knowledge made by the person being nominated.

The person making the nomination and the nominated individual must be members of the Canadian Population Society. Hard copies of the covering letter and letters of support must be submitted to the Chair of the CPS Awards Committee, by February 15 of the year in which an Award is to be given. Unsuccessful nominations remain under active consideration for the next award cycle. An individual may be re-nominated after two years from the last year of competition have elapsed. In such cases a new file would be required containing all the necessary documents. In compelling cases, the Award may be given posthumously. The CPS Awards Committee reserves the option of not recommending an award in any given competition.