

This is a draft policy under development and is subject to review by Risk, Compliance and Audit. It should not be construed as an approved University policy and acted upon as such.
Any comments on this draft should be directed to the designated contact on the
[*draft policies webpage*](https://www.curtin.edu.au/about/governance/compliance-legal/draft-policy/)

**Achievement Awards Policy**

# COMPLIANCE OBLIGATION SUPPORTED

[*Curtin University Act 1966 (*WA)](https://www.legislation.wa.gov.au/legislation/statutes.nsf/main_mrtitle_235_homepage.html)

# PURPOSE

To specify the Achievement Awards of the University, including their criteria and key aspects of the selection and presentation processes.

# POLICY STATEMENT

* 1. **Intent**
		1. Achievement Awards are awarded by the University for the purposes of:
			1. formally and publicly recognising the exceptional or distinguished contribution of an individual to the University, the broader society or a field of academic endeavour;
			2. enhancing the standing and reputation of the University; and
			3. expanding or building on existing relationships.
		2. Achievement Awards are prestigious honours, intended to recognise substantial achievements or contributions by individuals.
		3. Achievement Awards are approved by the Vice-Chancellor, following a rigorous selection process, using specified criteria and the application of due diligence processes (including risk assessment processes) designed to protect both the recipient and the University.
		4. To preserve their prestige, consistent with Curtin’s Values, an Achievement Award will only be made to persons of appropriate standing. There is therefore no expectation or requirement on the Vice-Chancellor to make an award in any category in any year.
		5. To protect the integrity of the awards and the reputation of the University, the Vice- Chancellor may, at their sole discretion, revoke an Achievement Award if in their view a recipient’s continued association with the University would bring the University into disrepute.
		6. Nominations must at all stages be treated confidentially. A nominee must not be advised of or consulted about their nomination at any stage.

# Achievement Awards

* + 1. Alumni Awards, including the John Curtin Lifetime Achievement Award, may be approved by the Vice-Chancellor.
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# Eligibility for Alumni Awards

* + 1. Each category of the Alumni Awards has a different focus. All are of equal status, except the John Curtin Lifetime Achievement Award, which is the most prestigious.
		2. An Alumni Award will not normally be awarded to a person who is a serving member of Council, a current member of the University staff, or a serving Federal, State or local government politician (or the international equivalent).
		3. The criteria for the Alumni Awards are that the person:
1. is a graduate of the University; **and**
2. has demonstrated leadership, innovation and excellence in their career; **and**
3. has made a significant contribution to society.

# SCOPE OF POLICY

This policy applies to all members of the University community (which includes Council members, students, staff, University Associates, Curtin controlled entities, and all persons participating in University business or activities, including whether as a visitor, adjunct appointee, service provider, or contractor).

# DEFINITIONS

(Note: Commonly defined terms are located in the [*Curtin Common Definitions*.](https://www.curtin.edu.au/about/governance/compliance-legal/find-a-policy/) Any defined terms below are specific to this document)

# Alumni

A graduate of Curtin University, Curtin University of Technology or the Western Australian Institute of Technology (WAIT).

# SUPPORTING PROCEDURES

[*Alumni Achievement Awards Procedures*](https://www.curtin.edu.au/about/governance/compliance-legal/find-a-policy/#A)

1. **RELATED DOCUMENTS/LINKS**

*[Awards and Graduations Manual](https://www.curtin.edu.au/about/governance/compliance-legal/find-a-policy/%22%20%5Cl%20%22A)*

[*Curtin University Act (1966) (Section 18, (1) (b))*](https://www.legislation.wa.gov.au/legislation/statutes.nsf/main_mrtitle_235_homepage.html)

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| **Policy Compliance Officer** | [Amy Barrett](https://staffportal.curtin.edu.au/staff/profile/view/amy-barrett-f084a4a5/) Manager, Alumni and Community Relations, University Advancement,  |
| **Policy Manager** | Vice-Chancellor |
| **Approval Authority** | Honorary Awards and Appointments Committee |
| **Review Date** | 1st April 2027 |

**REVISION HISTORY**

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| **Version** | **Approved/ Amended/ Rescinded** | **Date** | **Committee / Board / Executive Manager** | **Approval / Resolution Number** | **Key Changes and Notes** |
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