The university supports successful applications for the NSHE Regents' Awards and offers the following tips and sample application documents to assist faculty as they apply for these awards.

Applicants should carefully review all instructions, qualifications, and application package requirements. Be sure to include and/or address each item requested. The application package should include the following documents in this order:

1. Nomination form
2. Table of contents
3. Nomination letter
4. Letters of support
5. Curriculum vitae
6. Supplemental materials (required)
7. Biography

All documents should be combined into one PDF application package prior to submission. This enables you to order documents appropriately and reduce the likelihood of errors. It also streamlines reviewers' efforts to identify each component of the application.

Please use the following format for the file name:

UNLV-[Year]-[award]-[last name, first name].pdf

<u>Letters of Support</u>

Biography

The nominee's biography should be one-half page in length and be formatted on campus letterhead.

Biographies should be written in the third person and begin with information about yourself. They should also include concise information about your academic and professional work/accomplishments.