

# Soaring Eagle Nomination Form

## Program Overview:

The Soaring Eagle Individual and Group Award program was developed to reward faculty, staff, and student employees as well as UNT departments and/or workgroups for providing exemplary customer service. Recipients are listed in the HR Connections Newsletter and are posted on the UNT Human Resources Website. Recipients of the Soaring Eagle Award are recognized at the President's Staff Sack Lunch. Individual Soaring Eagle recipients are presented with a Soaring Eagle pin and Soaring Eagle Groups are presented with an award certificate. There is no limit on the number of times that an individual or group can be nominated and/or receive this award. Nominations for this award can be submitted by all UNT faculty, staff, and students.

## Instructions:

Complete the following online form. Include the name of the individual or group being nominated, along with a short description of how that individual and/or group has provided exceptional service (**one individual/group per nomination form; 500 characters/1-2 paragraphs maximum**). Accomplishments worthy of a Soaring Eagle Nomination should reflect outstanding customer service and reflect actions that go beyond the normal scope of job responsibilities.

Please complete the following information for an INDIVIDUAL nomination:

Your Name:

Your Email:

Nominee First Name:

Nominee Last Name:

Nominee Email:

Nominee Department:

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Please complete the following information for a GROUP/DEPARTMENT nomination:

Your Name:

Your Email:

Department/ Workgroup Nominated:

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Please describe how the nominated individual or group has worked as a team to provide outstanding service. (1-2 paragraph maximum):

SUBMIT TO HR