

Loretta O'Reilly Hawkins Nomination Checklist

To ensure the individual nominated can be properly considered for this award, please complete each item listed below.

- Nominee has been a full-time staff member for at least five years as of the month of the award.
- Nominee is in good standing with the university (confirmed by awards committee).
- Nominee has exemplified the qualities and characteristics of Loretta O'Reilly Hawkins as a member of the University community by demonstrating integrity, productivity, and devotion to SMU and family.
- Nominee is a parent of one or more children, and is their primary support.
- Complete online application form. Link provided in email.
- Letter describing how nominee exemplifies the legacy of Loretta O'Reilly Hawkins (submitted via email to SMUSA@smu.edu).

