Outstanding Alumni Awards 2027 – Terms and Conditions

For the purposes of the Outstanding Alumni Awards, ***alumni*** refer to former students who have completed at least one semester of degree level study at the University of Southampton, whether they formally graduated or not.

1. Introduction

1.1 These Terms and Conditions apply to nominations for the University of Southampton's Outstanding Alumni Awards ("the Awards"). By submitting a nomination, nominators and nominees agree to abide by these Terms and Conditions.

1.2 The Awards are organised and administered by the Office of Development and Alumni Relations at the University of Southampton ("the University").

1.3 The University reserves the right to amend these terms and conditions, the judging process, or the Awards timetable. Any updates will be published on the official Awards webpage(s).

1.4 For the 2027 Awards, the University is piloting a new nomination process, which enables alumni, current staff, students, supporters and the wider public to submit nominations.

2. Eligibility

2.1 Nominations may be submitted by alumni, supporters, members of the public, current staff or students based in the UK or internationally.

2.2 Nominees **must** be a confirmed alumnus/a of the University of Southampton.

2.3 Nominees must have completed **at least one semester of degree-level study** with the University of Southampton, whether they formally graduated or not.

2.4 Nominees may be based in the UK or internationally.

2.5 Alumni can self-nominate or nominate another graduate for an award (please note: Self-nominations will be assessed against the same criteria as all other nominations and should include sufficient evidence to support the submission)

2.6 Posthumous nominations will not be accepted.

2.7 Serving political figures are not eligible to be nominated, including elected representatives currently holding office.

2.8 Staff alumni are not eligible to be nominated.

2.9 Current students who are also alumni are not eligible for nomination. For example, someone who completed an undergraduate degree at Southampton and is now studying for a postgraduate qualification.

3. Award Categories

3.1 The 2027 Awards include **five** themed categories:

The Rising Star Award: Recognises an individual who has graduated within the last ten years and **is** making a difference in their careers or to society. This award highlights alumni with exceptionally bright futures, acknowledging their early achievements and potential for continued impact.

The Exceptional Contribution Award: Celebrates an individual, graduated over ten years ago, who has made significant achievements in their chosen field or society. This could include demonstrable impact in business, research, entrepreneurship, science and technology, arts, sport, or creating positive social change.

The Lifetime Achievement Award: Recognises an individual who has demonstrated exceptional accomplishments and made lasting contributions in their field or society over an extended period. This award honours alumni in the later stages of their career or retired, celebrating a lifetime of achievements.

The Civic Award: The Civic Award recognises an individual who has made a positive difference to life in Hampshire or the Isle of Wight — whether through helping local communities, supporting charities, improving the environment, contributing to arts and culture, or strengthening local businesses and services.

The Alumni Service Award: For an individual who has shown dedication to promoting the University's values through volunteering, transformative philanthropy and/or supporting students, the wider University and alumni communities.

3.2 Each category celebrates alumni who have demonstrated excellence, innovation, and positive impact in their respective fields.

4. Nomination Process

4.1 Nominations must be submitted via the official Outstanding Alumni Awards nomination form.

4.2 Nominations must include:

- The nominator's contact details and affiliation with the University (if any)
- The nominee's contact details: their name, email (if known), what they studied and the year they graduated (if known). Contact details for the nominee will only be used in connection to their award.
- A written statement outlining why the nominee should be considered, answering the key criteria asked in the nomination form
- Supporting evidence (optional but encouraged)

4.3 Incomplete nominations may not be considered.

4.4 Multiple nominations for the same individual will not increase their likelihood of being shortlisted or selected. Where a nominee receives more than one nomination, the nominations may be combined and considered as a single submission. Final judgement will be based on the quality of the evidence submitted.

4.5 The University will individually contact nominees to let them know that they have been nominated prior to shortlisting.

4.6 Nominations must be submitted by the published deadline. Late submissions will not be accepted.

4.7 The University is not responsible for technical issues that prevent submission.

5. Verification

5.1 The University reserves the right to verify the accuracy of information provided in any nomination.

5.2 Nominators may be contacted to provide additional evidence or clarification.

5.3 The University may withdraw a nomination or award if information is found to be false or misleading.

5.4 A due diligence check will be carried out for all shortlisted nominees to ensure the accuracy and integrity of information provided.

5.5 The University may withdraw an award if new information emerges that contradicts the nomination or the spirit of the Awards.

5.6 The University reserves the right to withdraw or disqualify nominations that contain false information or breach these Terms and Conditions.

6. Judging and Selection

6.1 All eligible nominations will first be reviewed by the Office of Development and Alumni Relations to produce a shortlist for consideration by the Outstanding Alumni Awards Committee.

6.2 The Committee may request additional information from nominators or nominees.

6.3 Shortlisted nominees will be assessed using a structured scoring system aligned to the published criteria for each award category. The scoring system ensures consistency, fairness and transparency in the judging process.

6.4 Owing to the expected volume of nominations, we regret that we may not be able to respond to every submission. We will contact shortlisted nominees and/or their nominators directly. Nominators will not normally be invited to award-related events unless agreed with the award recipient and the University.

6.5 The committee's decision is final, and no correspondence or appeals will be entered into.

6.6 The University reserves the right not to make an award in any category if suitable nominations are not received.

6.7 Where a nominee appears to fit more than one category, the committee reserves the right to consider the nomination under the category it considers most appropriate.

7. Publicity and Use of Information

7.1 By accepting an award, recipients agree that their name, image, biography, and nomination details may be used in University communications, including press releases, social media, websites, and event materials.

7.2 Nominators confirm that any information submitted is accurate and may be used for verification and promotional purposes.

7.3 Nominees may be asked to provide additional information or materials for publicity purposes.

7.4 The University will not share the personal details of nominators with nominees or any external parties. Nominator information will be used solely for the administration of the Outstanding Alumni Awards and will remain confidential throughout the process.

7.5 Award winners will be invited to attend a graduation ceremony to receive their award, which will take place in July or December, or to participate in related promotional activity where attendance is not possible.

8. Data Protection and Privacy Notice

8.1 Personal data provided as part of the nomination process will be processed in accordance with the University's Data Protection Policy, which can be viewed here. Personal data collected may include names, contact details, study details, graduation year, nomination statements and supporting evidence.

8.2 Data will be used for the administration of the Awards, including assessment, communication, and event management.

8.3 Nominee information may be shared internally with relevant University staff involved in the Awards process.

8.4 Information submitted may also be used by the University to identify alumni for appropriate future engagement opportunities, in line with the University's privacy notice.8.5 For further information, please refer to the University's Privacy Notice here.

9. Conflict of Interest

9.1 Any member of staff or committee member involved in shortlisting or judging must declare any actual or potential conflict of interest.

9.2 Where a conflict of interest is identified, the individual will not participate in the discussion or assessment of that nomination.

9.3 The University reserves the right to manage conflicts of interest as appropriate to protect the fairness and integrity of the Awards**.**

10. Accessibility

10.1 The University is committed to ensuring the Awards process is accessible. Nominators or nominees requiring reasonable adjustments should contact the Office of Development and Alumni Relations.

11. Contact

For any questions about these Terms and Conditions or the Outstanding Alumni Awards process, please contact the Office of Development and Alumni Relations at: **alumni@soton.ac.uk.**