

**NEW MEXICO HIGHLANDS UNIVERSITY
ATHLETIC 'H' CLUB HALL OF FAME
NOMINATION FORM INSTRUCTIONS
2023**

PLEASE READ THOROUGHLY BEFORE COMPLETING NOMINATION FORM.

Criteria for alumni-athlete induction are:

- Each nominee must have attended NMHU a minimum of two (2) years and be a graduate of NMHU.
- Candidate is eligible after 10 years following his or her graduation from NMHU; the award may be granted posthumously. The Governing Board has the right to waive certain requirements under extraordinary circumstances.
- In addition to having made a contribution to NMHU athletics, the candidate must have demonstrated good citizenship in school and after leaving the university.
- A candidate who has achieved success at an elite level and led a responsible, reputable life can be considered for special recognition, if the candidate does not meet the graduation and/or attendance criteria.
- Individuals convicted of a felony are not eligible for nomination.
- Once nominated, each candidate remains on the Hall of Fame selection ballot for one (1) additional year if not selected in the year of nomination.

Criteria for Varsity Coach or Athletic Director and Teams are:

- Coaches must have coached at NMHU for at least five (5) years to be eligible.
- The nominees may have served as a varsity coach, administrator, trainer or any other capacity that served to make contributions to the overall athletic program(s).
- Teams that are nominated must have had an outstanding season and individual accomplishments.
- Candidates who are nominated for the Hall of Fame must have demonstrated good citizenship during his/her career and NMHU and after leaving the university.
- Once nominated, a nominee remains on the Hall of Fame selection ballot for one (1) additional year if not selected in the year of nomination.

Nomination Process:

A complete nomination file needs to be submitted no later than February 28 of each year.

- Official completed nomination form submitted to H Club President by an active H Club member (Nominee must be an active member of the H Club, also)
- Person submitting nomination form also submits a letter of recommendation with the nomination form (two page maximum)
- Two additional letters of recommendation are submitted (two page maximum)
- Formal/Professional resume is submitted by the nominee (two page maximum)
- An 8 x 10 photo of the nominee is submitted

Portfolios for coach and administrative nominees should include: Career and accomplishments at NMHU, plus other professional milestones; community service and contributions (other than coaching, etc.) to NMHU.

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