



# Nomination Form Distinguished Student (6-12)

Name: ..... Grade: .....

Country: ..... City/Emirate: .....

School: ..... Educational Zone: .....

## Cycle 18

1436 - 1437

2015 - 2016

## Our Vision

To be pioneers in leading excellence in educational performance & nurturing the gifted.

**Aim High**

# Thank you for your interest in participating in Hamdan Bin Rashid Al Maktoum Award for Distinguished Academic Performance.

We wish you all the best

## Definition of a Distinguished Student

Every student who is willing to participate from (grade 6 to grade12) and enrolled in accredited schools in the country by parties and official bodies.

- 1) Public education (Government): includes governmental schools, institutes of applied technology, art and religious
- 2) Private education: includes private schools and community schools
- 3) Centers of adult education (Only in UAE)
- 4) Care and Rehabilitation centers (supervised by governmental and official bodies) (Only in UAE)

## Incentives and Awards

- The distinguished student is awarded with AED 20,000, a certificate of appreciation and an Excellence trophy.
- A certificate of excellence will be awarded to competing participants who obtain no less than 80% of the total allocated points.
- A certificate of participation will be awarded to the competing participants who obtain no less than 50% of the total allocated points.

## Participation Requirements

- The student/learner should be enrolled in a school for the current academic year.
- The student/learner can participate in the Distinguished Student Award(6-12) from grade 6 to grade 12. (Only in UAE)
- Student in high school (Grade 10, 11 and 12) can apply for the Award annually, and can't apply again if won the Award. (Special for student in the GCC excluding UAE)
- The nominated student should be a citizen of the country which nominated him/her for the Award. (Specified for GCC excluding UAE)
- The nominated student/learner (nominee) should have earned a minimum percentage of 90% of the total grades for each academic year in the last three years, excluding this current year.
- Numerical evaluation systems are only accepted by Hamdan Award.
- Attach an electronic photo on a Flash Memory. This photo should have a white background, of high quality and not scanned (JPEG format).
- Students should enclose three recommendation letters from the school principal, a teacher, and socio specialist. Adult learners should enclose two recommendation letters from the center supervisor and a teacher. All letters should bear the school/center stamp. Recommendation letters are a must for accepting the application.
- Two years should have passed since the student/learner last won the Distinguished Student Award. Example: the winner in cycle 15, can apply in cycle 18 (Only in UAE)
- The number of pages of all submitted documents shall not exceed 100 pages either on hard or soft copies. No more than two attachments should be enclosed with each page. If the two attachments are not clear or readable, they will not be counted/considered.

# General Guidelines

## First: Application Form:

- 1) It is important to make sure to print all pages of the application form where the print-out quality is being clear & legible.
- 2) Attach an electronic photo (JPEG/JPG format) in high resolution on a Flash Memory. This photo should have a white background.
- 3) Attach a copy of the passport and ID.
- 4) Make sure to use the application form of the current cycle which your applying to.
- 5) Nominated student should submit the application directly to the Award's coordinator of his/her country/zone.

## Second: Organizations & Documentation:

- 1) All enclosures should be given a serial number accordingly without repetition.
- 2) Documentation can be either hardcopy using A4 papers or softcopy through the external storage device (Flash Memory) only.

## Third: Evidences and Attachments:

- 1) If the answer is yes, you must attach evidence that supports your answer.
- 2) Higher points are awarded to the attachment that are stronger in significance.
- 3) If you have essential or additional explanations or clarifications of your efforts, make this as one of the enclosures.
- 4) All documents, pieces of work and evidences submitted become the property of the award management and will not be returned to their owners.
- 5) The applicant should make sure that all attachments are copies and should keep the originals to present them to the evaluation committee upon request.
- 6) Documents and evidences should be confined to the last THREE years, in addition to the year of application.
- 7) Enclosures exceeding the maximum size indicated above should be kept with the applicant and be ready for submission upon the request of the evaluation committees.
- 8) Avoid sticking or attaching additional papers to the application form.
- 9) Make sure that all documents and evidences are certified, sealed and dated.
- 10) Make sure that all attachments in the soft copies match the attachments in the hard copies.
- 11) Diversification in evidences and attachments is preferred, especially in the bodies/institutes which issues certificates.

### An Avowal

I student/learner, .....  
hereby attest to the authenticity of the data and documents enclosed with the application form. If any information herewith is found to be false, the Award Committee has the right to take necessary measures. Furthermore, I attest that I have read all instructions & conditions on applying for the Award wherein I will abide by all the formerly mentioned guidelines.

Name: .....

Signature: .....

Date:     /     /

### Written Declaration (School Principal/Center Supervisor)

I ..... School Principal/Center Supervisor of .....  
..... hereby attest to the administration of the Hamdan Bin Rashid Al-Maktoum Award for Distinguished Academic Performance that the forms, certificates, proofs, and documents issued by the school and enclosed with the student's application are authentic and were not especially prepared to give him/her an undeserved chance to compete for the award. My signature below signifies my responsibility for the contents of this declaration.

#### School Principal / Center Supervisor:

Name: .....

Signature: .....

Phone #: .....

Date:     /     /

## Nominee Student Data Sheet

### Nominee Personal Information:

Name(as shown on passport): .....

Nationality: ..... Gender:  Male  Female Birth Date: / /

Grade: ..... Section: .....

School/Center: .....

Educational Zone: ..... Country: .....

Type of Education:  Private  Government  Adult Education Centers(Only in UAE)  Institute of Art

Institute of Applied Technology  Institute of Religion  Care & Rehabilitation Centers (Only in UAE)

Recent  
personal  
photo.  
In Color & with  
White  
Background  
4x6  
\*Enclose an e-  
photo  
(Optional)

### Nominee Contact Information:

Country: ..... City/ Emirate: ..... P.O Box: .....

House Tel#: ..... Guardian's Mobile: .....

Email: .....

### School/Center Contact Information:

Country: ..... City/ Emirate: ..... Area/Street: .....

Phone: ..... Fax: ..... P.O Box: .....

Mobile: ..... Email: .....

Website: .....

Have you ever participated in Hamdan Bin Rashid Al-Maktoum Award for Distinguished Academic  
Performance Distinguished Student category?

Yes  No Result (.....) Cycle (.....)

Approved by

(School Principal/Center Director) Name: ..... Signature: .....

Special for UAE  
( Educational Zone ) Name: ..... Signature: .....

Special for GCC  
(Ministry of Education) Name: ..... Signature: .....

School  
stamp  
or seal

Zone  
stamp  
or seal

Ministr  
y stamp  
or seal

Note: It is preferable that Non-Arabs write their names in English as on passport.

\* Attach an electronic photo on a Flash Memory of high resolution (JPEG format) and with white background. It should not be scanned.

\* Attach a copy of passport & ID.

## Criteria for Evaluating the Distinguished Student

Main Criterion	Secondary Criterion	Points Allocated	Points Earned			
			1 <sup>st</sup> Session	Main Criterion Total	2 <sup>nd</sup> Session	Main Criterion Total
<b>1. Academic Distinction</b>  <b>(200 points)</b>	1. Results of Academic Achievement	150				
	2. Excellence and Appreciation Certificates	50				
<b>2. Leadership Qualities</b>  <b>(345 points)</b>	1. Fluency and Self-Expression	80				
	2. Issues	85				
	3. Impacting Others	60				
	4. Development of Abilities and Skills	120				
<b>3. Talents and Hobbies</b>  <b>(225 points)</b>	1. Talents	135				
	2. Hobbies	90				
<b>4. Contributions, Activities and Contests</b>  <b>(230 points)</b>	1. Participation in Events and Activities	150				
	2. Competitions and Contests	80				
<b>Total</b>		<b>1000</b>				

## The Final Decision of the Evaluation Committee

### ***Initial Evaluation Result:***

#### **The Nominated Student Deserves:**

- Field Visit/ Personal Interview
- A Certificate of Participation
- Another (Reason): .....

#### **Evaluation Committee Members:**

Name: ..... Signature: .....

Name: ..... Signature: .....

#### **Approved by Committee Chairperson:**

Name: ..... Signature: .....

### ***The Field Visit/ Personal Interview Result:***

#### **The Nominated Student Deserves:**

- The Distinguished Student 6-12 Award
- A Certificate of Excellence
- A Certificate of Participation
- Another (Reason): .....

#### **Evaluation Committee Members:**

Name: ..... Signature: .....

Name: ..... Signature: .....

Name: ..... Signature: .....

#### **Approved by Committee Chairperson:**

Name: ..... Signature: .....

<b>1. Academic Distinction (200 points)</b>	<b>Points Earned</b> <input type="text"/>
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**1. Results of Academic Achievement (Fill in the following table with the required information) (150 points)**

Grade Level	Academic Year	Total Grade Percentage	Evidence	Evidence Serial Number
			End-of-Year Grade Sheet	
1				
2				
3				
Average Grade Percentage				

**\*Table of the total Points allocated for the average of percentages of student grades (for Evaluation committee use only)**

Average Total Grade Percentage	90-91.9 %	92-93.9 %	94-95.9 %	96-97.9 %	98-100 %
Total Points Allocated	70	90	110	130	150
Points Earned					

**2. Excellence & Appreciation Certificates (50 points)**

Awarded by	Name of Certificate and Date of Issue	Evidence Serial Number	Points Allocated	Earned Points	
				1st Session	2nd Session
Ministry/Zone			25		
			25		
School/Center			15		
			15		
			15		
Grade			10		
			10		
			10		
Total Points Earned			50		

**Notes:**

- The maximum number of certificates is **3**, wherein the total points add up to 50.



**2. Leadership Qualities (345 points)****Points Earned****(1) Fluency and Self-expression: (80 points)**

Enclose an audio-visual recording (on a Flash Memory) no longer than 5 minutes, in which you articulately discuss the subjects shown in the table below:

Evidence Serial Number	
------------------------	--

No	Criterion	Points Allocated	Points Earned	
			1st Session	2nd Session
1	Clarity of Introduction	10		
2	Pride in Identity	10		
3	Commitment to National Identity	10		
4	Fluency and Correct Use of Language	10		
5	Ambition and quality of Goals and the Reasons	10		
6	Planning for Goal Achievement	10		
7	Purpose for Participating in the Award	10		
8	Sequence and Organization of Thoughts	10		
Total Points Earned		80		

## (2) Issues (85 points)

People with a vision and a mission conceive noble goals which they turn into reality by introducing innovative solutions and ideas in adopting the issues. Write about one humanitarian issue you embraced which had a long-term impact (within the last three years), explaining your roles and the most significant results you accomplished.

About the Issue: .....

No	Criterion	Details	Evidence Serial Number	Points Allocated	Points Earned	
					1st Session	2nd Session
1	Efforts exerted in highlighting issue	- -		25		
2	Results accomplished on the level of school/community	- -		20		
3	Benefiting parties	- -		10		
4	Personal skills and benefits gained	- -		10		
5	Creativity and Innovation	-		10		
6	Length of time and continuity	-		10		
<b>Total Earned Points</b>				<b>85</b>		

### Notes:

- The issue is considered when a student continues adapting it for a period not less than 2 weeks.
- Creativity and innovation: It is considered whether the idea itself, the procedures, or any other related issues.
- For a group work, the participant must attach what indicates his/her active role in the issue.
- Examples of some issues: helping the elderly or students with disabilities, by promoting respect for others and their cultural differences, by leading campaigns to protect the environment and preserve its resources, or by embracing other issues such as fighting addiction

**(3) Impacting Others: (60 points)**

List teams, councils and student groups in which you had an effective role in the grade level, school/center, educational zone and community. For instance: Class councils, Scout Teams, Activity Groups, etc. (Adult education is excluded)

No	Teams and Councils	Most significant activities	Evidence Serial Number	Total Points	Earned Points	
					1st Session	2nd Session
1		1-  2-		20		
2		1-  2-		20		
3		1-  2-		20		
Total Points Earned				60		

**Note:**

- The applicant must enclose proofs of his / her membership in the teams and councils, and the evidences of his/her achievements within the team.
- Photos are not considered evidence of teams, councils and student groups.

## **For Adult Education Only**

List teams, councils official and community groups in which you had a leading role, school/center, Educational Zone, and the community where you had an impact on others. You may include your roles in your current job, clubs, sports teams, vocational & charitable associations or on a social level, such as: your family, neighborhood and town.

### **(For Adult Education students in the UAE only)**

N O.	Place (job, Association, Committees Neighborhood)	Groups or committees	Contribution /results of impacting others	Evidence Serial Number	Allocated Points	Earned Points	
						1st Session	2nd Session
1			1-  2-		20		
2			1-  2-		20		
3			1-  2-		20		
<b>Total Earned Points</b>					<b>60</b>		

**(4) Development of Abilities and Skills (120 points)**

Explain the methods you apply to develop your abilities and skills (such as training courses, reading, educational field trips and visits, audio and visual programs). Enclose documents, certificates, membership cards, etc.

N O.	Ability/Skill	Methods of Development	Evidence Serial Number	Points Allocated	Points Earned	
					1st Session	2nd Session
1		1-		30		
		2-				
		3-				
2		1-		30		
		2-				
		3-				
3		1-		30		
		2-				
		3-				
4		1-		30		
		2-				
		3-				
Total Points Earned				120		

**Notes:**

- Student should enclose three pieces of evidence on skills' development methods.
- Attending conferences, field trips and participating in summer camps are not considered skills but methods of skills development.

<b>3. Talents and Hobbies (225 points)</b>	<b>Points Earned</b> <input style="width: 80%; height: 20px;" type="text"/>
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**(1) Talents (135 points)**

List your talent (one talent only): .....

**A) Methods of Developing the Talent (45 points)**

NO.	Method	Evidence Serial Number	Points Allocated	Points Earned	
				1st Session	2nd Session
1			15		
2			15		
3			15		
Total Points Earned			45		

**(B) Talent Outcomes (90 points)**

NO	Talent Output	Evidence Serial Number	Points Allocated	Points Earned	
				1st Session	2nd Session
1			30		
2			30		
3			30		
Total Points Earned			90		

**Notes:**

- The Talent must be individual, not a group talent.
- Enclose various methods of talent development, not only one method of development.
- Enclose evidence of winning, distinction and achievement of leading places in competitions. Mere participation will not be regarded as talent output.
- Participation in activities and attending sessions, symposiums and visits are all considered methods of developing talents, not talent output.
- The certificates issued via the web win accreditation if they cover the methods of developing the talent but not the production of the talent, in case the organization issuing these certificates doesn't win international accreditation.

**(2) Hobbies (90 points)**

NO.	Hobby	Methods of Development	Evidence Serial Number	Points Allocated	Points Earned	
					1st Session	2nd Session
1		1-  2-		30		
2		1-  2-		30		
3		1-  2-		30		
Total Points Earned				90		

**Notes:**

- Student should not include the same evidences which mentioned in the talent and development of abilities and skills criterion.
- Points are allocated only to the methods of developing hobbies and the evidence which verifies the authenticity of the practice, and not only on mentioning the hobbies.
- Variations in the methods of developing hobbies.
- Photos are not considered evidence of practicing the hobby.
- Trips and travel are not considered as hobbies.

<b>4. Contribution, Activities, and Contests</b> (230 points)	<b>Points Earned</b> <input style="width: 100%;" type="text"/>
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**(1) Participating in events and activities (150 points)**

Enclose authentic & live proofs (such as pictures, actual products, and audio and visual recordings that gives evidence of your participation in national, athletic, artistic, and cultural events, as well as charity, volunteer, community service activities, ...etc.)

Fill in the tables below:

**A. National/Patriotic: (30 points)**

Title of Event or Activity	Participation Date	Evidence Serial Number	Level of Participation								
			International (30)		Ministry/Community (20)		Educational Zone (15)		School (10)		
			1 <sup>st</sup> Session	2 <sup>nd</sup> Session	1 <sup>st</sup> Session	2 <sup>nd</sup> Session	1 <sup>st</sup> Session	2 <sup>nd</sup> Session	1 <sup>st</sup> Session	2 <sup>nd</sup> Session	
-											
<b>Points Allocated</b>	<b>30</b>		<b>Points Earned</b>								

**B. Athletics (30 points)**

Title of Event or Activity	Participation Date	Evidence Serial Number	Level of Participation								
			International (30)		Ministry/Community (20)		Educational Zone (15)		School (10)		
			1 <sup>st</sup> Session	2 <sup>nd</sup> Session	1 <sup>st</sup> Session	2 <sup>nd</sup> Session	1 <sup>st</sup> Session	2 <sup>nd</sup> Session	1 <sup>st</sup> Session	2 <sup>nd</sup> Session	
-											
<b>Points Allocated</b>	<b>30</b>		<b>Points Earned</b>								

**C. Art and Culture: (30 points)**

Title of Event or Activity	Participation Date	Evidence Serial Number	Level of Participation								
			International (30)		Ministry/Community (20)		Educational Zone (15)		School (10)		
			1 <sup>st</sup> Session	2 <sup>nd</sup> Session	1 <sup>st</sup> Session	2 <sup>nd</sup> Session	1 <sup>st</sup> Session	2 <sup>nd</sup> Session	1 <sup>st</sup> Session	2 <sup>nd</sup> Session	
-											
<b>Points Allocated</b>	<b>30</b>		<b>Points Earned</b>								

**Notes:**

- Use a variety of evidences so that they differ from those in the hobbies & talents section.
- You must enclose a brief description of the event if took place abroad.
- Pictures are not considered as a proof of participation in events if it wasn't greatly expressive.
- The event taking place in the origin country is not considered as an international if this event is not categorized as an international. The international event is considered so whether it takes place in the UAE or outside.



### D. Charity and Volunteer Work: (30 points)

Title of Event or Activity	Participation Date	Evidence Serial Number	Level of Participation									
			International (30)		Ministry/Community (20)		Educational Zone (15)		School (10)			
			1 <sup>st</sup> Session	2 <sup>nd</sup> Session	1 <sup>st</sup> Session	2 <sup>nd</sup> Session	1 <sup>st</sup> Session	2 <sup>nd</sup> Session	1 <sup>st</sup> Session	2 <sup>nd</sup> Session		
-												
<b>Points Allocated</b>	<b>30</b>		<b>Points Earned</b>									

### E. Environmental Activities: (30 points)

Title of Event or Activity	Participation Date	Evidence Serial Number	Level of Participation									
			International (30)		Ministry/Community (20)		Educational Zone (15)		School (10)			
			1 <sup>st</sup> Session	2 <sup>nd</sup> Session	1 <sup>st</sup> Session	2 <sup>nd</sup> Session	1 <sup>st</sup> Session	2 <sup>nd</sup> Session	1 <sup>st</sup> Session	2 <sup>nd</sup> Session		
-												
<b>Points Allocated</b>	<b>30</b>		<b>Points Earned</b>									

#### Notes:

- Use a variety of evidences so that they differ from those in the hobbies & talents section.
- You must enclose a brief description of the event if took place abroad.
- Pictures are not considered as a proof of participation in events if it wasn't greatly expressive.
- The event taking place in the origin country is not considered as an international if this event is not categorized as an international. The international event is considered so whether it takes place in the UAE or outside.

**(2) Competitions and Contests: (80 points)**

The student should enclose evidences of all achieved awards in the fields of various competitions and contests- Certificates of participation are not considered evidences.

Awarded by	Certificates or Award	Award/ Certificate Date	Evidence Serial Number	Points Allocated	Points Earned	
					1 <sup>st</sup> Session	2 <sup>nd</sup> Session
Ministry and other bodies				40		
				40		
Educational Zone				30		
				30		
School/Center				20		
				20		
<b>Total Points Earned</b>				<b>80</b>		

**Notes:**

- Certificates of academic excellence are not accepted in this category.
- The maximum number of certificates is **2**, wherein the total points add up to 80.

## Recommendation Letters

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Enclose a recommendation letter explaining your behavioral commitment as shown in each of the following letters provided by:

- **Public and Private Education:**

The School Principal

A Teacher

The Socio Specialist

- **Adult Education:**

The Center Supervisor

A Teacher

## **Recommendation Letter (School Principal/Center Supervisor)**

**Dear Mr. /Ms. School Principal/Center Supervisor,**

Because we consider your opinion as significant in the objective evaluation of the subject, and for the purpose of an accurate and fair judgment of targeted competencies, we would kindly request your recommendation of the student/learner for the Distinguished Student Award in the relevant form on the back of this page.

### **Conditions for Writing recommendation Letters**

- Student recommendation letters are written by the school principal, a teacher, and the social worker. Learner recommendation letters are written by the center supervisor and a teacher.
- Every recommendation letter must be sealed by the writer, without him/her seeing other letters.

**Student's/Learner's Name:** .....

**Grade Level:** ..... **Section:** ..... **Session:** .....

**School/Center:** ..... **Educational Zone:** .....

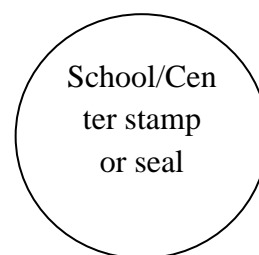
	Qualities	Level of Agreement		
		Very High	High	Low
1	Actively cooperates with school administration			
2	Willingly accepts administration's directions			
3	Keen on being a good moral example			
4	Punctually maintains class attendance			
5	Adheres to school regulations and bylaws			
6	Actively participates in school activities			
7	Successfully undertakes leadership positions			
8	Demonstrates initiative and innovative thinking			
9	Actively contributes to maintaining school discipline			
10	Keen on participating in environmental protection activities			

**School Principal/Center Supervisor**

Name: .....

Signature: .....

Phone Number: .....



**Detach this paper, fill it out with the utmost secrecy, and place it in a sealed, signed, and stamped envelope, then attach it to the last page of the nomination form.**

## **Recommendation Letter (Teacher)**

**Dear Mr. /Ms. Teacher ,**

Because we consider your opinion as significant in the objective evaluation of the student, and for the purpose of an accurate and fair judgment of targeted competencies, we would kindly request your recommendation of the student/learner for the Distinguished Student Award in the relevant form on the back of this page.

### **Conditions for Writing recommendation Letters**

- Student recommendation letters are written by the school principal, a teacher, and the social worker. Learner recommendation letters are written by the center supervisor and a teacher.
- Every recommendation letter must be sealed by the writer, without him/her seeing other letters.

Student's/Learner's Name: .....

Grade Level: ..... Section: ..... Session: .....

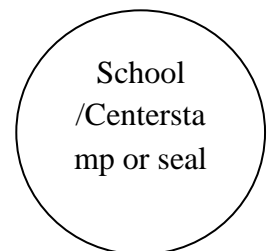
School/Center: ..... Educational Zone: .....

	Qualities	Level of Agreement		
		Very High	High	Low
1	Willingly accepts teachers' guidance			
2	Keen on being a good moral example			
3	Keen on learning from other people's experiences			
4	Constantly improves himself/herself			
5	Actively participates in class activities			
6	Demonstrates initiative and innovative thinking			
7	Successfully undertakes leadership positions			
8	Keen on helping others			
9	Maintains interpersonal relationships based on respect for others			
10	Keen on protecting school environment and facilities			

Teacher's Name: .....

Signature: .....

Phone Number: .....



**Detach this paper, fill it out with the utmost secrecy, and place it in a sealed, signed, and stamped envelope, then attach it to the last page of the nomination form.**

## **Recommendation Letter (The Socio Specialist)**

**Dear Mr. /Ms. Social Worker,**

Because we consider your opinion as significant in the objective evaluation of the student/learner, and for the purpose of an accurate and fair judgment of targeted competencies, we would kindly request your recommendation of the student/learner for the Distinguished Student Award in the relevant form on the back of this page.

### **Conditions for Writing recommendation Letters**

- Student recommendation letters are written by the school principal, a teacher, and the social worker separately.
- Every recommendation letter must be sealed by the writer, without him/her seeing other letters.



Student's/Learner's Name: .....

Grade Level: ..... Section: ..... Session: .....

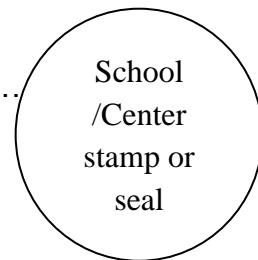
School/Center: ..... Educational Zone: .....

	Qualities	Level of Agreement		
		Very High	High	Low
1	Honest and truthful			
2	Urges his peers to do good and abandon evil			
3	Accepts criticism with an open mind			
4	Keen on being a good moral example			
5	Punctually maintains class attendance			
6	Adheres to school regulations and bylaws			
7	Actively contributes to school discipline-maintaining groups			
8	Keen on being a team player			
9	Keen on helping others			
10	Shows respect for all cultural groups in the society			

Specialist's Name: .....

Signature: .....

Phone Number: .....



Detach this paper, fill it out with the utmost secrecy, and place it in a sealed, signed, and stamped envelope, then attach it to the last page of the nomination form.