

LMU HALLS OF FAME GUIDELINES

- The nominee must be an alum of Lincoln Memorial University or an employee of at least 10 years.
- The nominee must have been active in their area of expertise for a minimum of 10 years and made contributions or achievements in their field.
- The letter of nomination should state professional reasons why the person is worthy of inclusion into the Hall of Fame.
- The person who writes the letter of nomination must be an *alum of Lincoln Memorial University.
- No self-nominations will be accepted.

STEPS

- All Nominations must be received in the Office of Alumni Services by April 1. Nominating letters must be signed by the alum and the year of graduation noted. Letters may be uploaded, emailed, mailed or hand-delivered.
- Three letters of recommendation for the nominee written by fellow colleagues, community members or other alumni knowledgeable about their contributions and achievements must be submitted no later than May 1 and may be uploaded, emailed, mailed or hand delivered.
- The nomination and supporting documentation will go to the Hall of Fame Committee for a vote and will proceed to the Board.
- Nominees will be notified by July 1 of their pending induction. Nominees are to reply with their acceptance whether by phone, letter or email.