



**CPA**

CHARTERED  
PROFESSIONAL  
ACCOUNTANTS  
NOVA SCOTIA

# Early Achievement Award

## Early Achievement Award

The CPA Nova Scotia Early Achievement Award is given to a Member in good standing who demonstrates achievement and an ongoing commitment to excellence in his/her professional and/or community involvement within the first ten years of Membership.

### Nominee Information

<b>Name of nominee</b>	
<b>Email</b>	
<b>Employer &amp; Position</b>	
<b>Address &amp; Telephone</b>	

### Nomination Process and Instructions

Nominations should be kept confidential and must be signed by at least two individuals (nominators are not required to be Members of CPA Nova Scotia) and must include a letter explaining why they have nominated the individual. CPA Nova Scotia reserves the right to validate any information contained herein by contacting nominators or outside sources, while acting in accordance with our privacy policy.

Nominators are responsible for ensuring that the information submitted is accurate and sufficient to allow the Member Recognition Committee to fairly evaluate the nomination. Nominators should clearly describe the achievements of the Member in his or her professional life and volunteer capacities.

## Declaration of Nominators

We hereby confirm the accuracy of the information contained in the attached file. We are aware that the Member Recognition Committee may have the main facts in support of this nomination validated by an outside source.

<b>Nominator #1</b>	<b>Email Address</b>
<b>Telephone</b>	<b>Signature</b>
<b>Nominator #2</b>	<b>Email Address</b>
<b>Telephone</b>	<b>Signature</b>

## Detailed Information

Please highlight the nominee’s contributions and leadership for each of the following categories, as appropriate:

### 1. Professional Achievements

Describe the nominee’s post designation achievements that have positively impacted their organization, emphasizing their innovative character and their effect on clientele. Explain how the nominee’s leadership helped achieve targeted objectives, and the nature and significance of responsibilities assumed by the nominee. (maximum 500 words)

### 2. Volunteer Contributions

Describe the nominee’s involvement with volunteer organizations which may also include volunteering with CPA Nova Scotia or CPA Canada. (maximum 500 words)

### 3. Visibility of the Profession

Explain how the nominee's professional achievements have had a significant impact on the visibility of the profession. This could include describing the nominee's activities researching, teaching, writing, or speaking about professional matters. Provide details such as subject matter, nature of publication, audience, forums, time commitment, etc. (maximum 500 words)

#### Letters of Support

Please include, at a minimum, two letters from individuals other than the nominators who can attest to the candidate's achievements and support the nomination submission.

Additional supporting information such as media releases, published articles, etc. may be submitted for consideration.

#### Submission of completed file

Please submit an electronic copy (PDF preferred) of the nomination file, letters of support, and any additional information to Amy MacIsaac, Director of Member Services at [amacisaac@cpans.ca](mailto:amacisaac@cpans.ca) using the subject: *Confidential CPA Nova Scotia Early Achievement Nomination*. Questions may be directed to the same address.

Once the Board of Directors has approved the awards, the award winners will be contacted directly by CPA Nova Scotia. The nominators will be apprised of unsuccessful nominations.

**All nomination files must be received by 4:00pm on the published deadline** found on the Member Recognition Program page (under the Members menu item) on our website.