**Official Nomination Form**



## Mission Statement

Rich in tradition and focused on the future, Highlands Athletic Hall of Fame honors past individuals with exceptional achievement in Highlands Athletics while inspiring current students to pursue lifelong learning and to become productive members of the global community.

All information on this form must be completed and supporting letters of recommendation received by March 15th for the candidate to be considered for the following year’s class. The completed nomination form and support materials should be sent to: Highlands Hall of Fame Committee, c/o Wes Caldwell, Athletic Director, 2400 Memorial Parkway, Fort Thomas, KY 41075. Once the nomination form is received by the Highlands High School Hall of Fame Committee, all action necessary to the selection process shall remain confidential. All information submitted shall be retained by the Highlands High School Hall of Fame Committee.

A completed nomination can be accompanied by a letter of recommendation from the nominator and not more than three individuals from the nominee’s related high school career. In cases where other support material is difficult to obtain, additional letters may be in order to substantiate the individual’s accomplishments or contributions. Letters of recommendation for other awards or honors should not be used as a substitute for this requirement. A limited number of newspaper clippings, magazine articles, copies of scorebooks and statistics are encouraged to help substantiate the accomplishments and contributions of the nominee.

These materials should focus on high school accomplishments and contributions and be listed in chronological order.

The Hall of Fame Induction Ceremony will be held in the fall each year. Inductees (or listed relative) will be notified by May 31st of their selection.

The Highlands High School Hall of Fame is organized as a means of recognizing, preserving, and promoting the heritage of sports at Highlands High School. Many individuals have made extraordinary contributions and have had superb accomplishments in athletics at Highlands High School. The Highlands High School Hall of Fame honors the contributions and accomplishments of these individuals who are worthy of recognition as examples for others to emulate. Nominees should exemplify the highest standards of sportsmanship, ethical conduct and moral character.

The categories of athlete and coach are included on the nomination forms for expediency in understanding the primary areas in which an individual is to be considered for his or her achievements in Highlands High School Athletics. The grouping is for screening purposes only and to assist those making the nominations in understanding the type of information required. Once nominees are inducted, they are not categorized, but all are recognized as members of the Highlands High School Hall of Fame.

To further explain, athletes would be former student participants who are being nominated for their achievements in interscholastic athletics. Coaches would be considered on the merits of their high school coaching achievements only. Longevity, without meaningful impact, does not constitute appropriate credentials for Hall of Fame consideration.

All athlete candidates for the Hall of Fame must be twenty (20) years post graduate of Highlands High School high and coaches must be five (5) years retired from coaching in order to be considered for induction.

Nominations received for the Hall of Fame will be 1) approved and forwarded to the Selection Committee, 2) placed on “Hold” until the submission is properly/fully completed. Additional information and supporting documentation may be submitted to supplement prior nominations at any time.

All approved nominations will be maintained by the Selection Committee and may be considered for future Hall of Fame classes.



# Hall of Fame Nominee

Name of Nominee:

(first, middle, last)

Sports Participated In:

**Individual Submitting Nomination:**

Name:

Phone:

Email:

Street Address:

City, State, Zip Code:

Signed:

Date:

## Please check appropriate category:

 Athlete  Coach

Name of Nominee:

(first, middle, last)

Current Address:

(street address)

(city, state, zip)

Email:

Phone: Date of Birth:

Graduation Year:

Date of Retirement: (coaches only)

If deceased:

Name of Spouse or Closest Living Relative:

Address:

Phone:

**Schools Attended:**

|  |  |  |  |
| --- | --- | --- | --- |
| Name of School | City and State | Year Graduated | Degree |
| Highlands High School | Fort Thomas, KY |  | N/A |
| College/University: |  |  |  |
| Post Graduate School: |  |  |  |

 Small Portrait-type photograph of nominee attached (to be used for news release, etc.)

 Letters of recommendation attached

 Newspaper and/or other supportive material attached

Athletic Participation: (Please summarize athletic participation and accomplishments at Highlands High School. Give complete details concerning specific performances, years, records, etc.)

Honors: (Give complete details of high school athletic honors, achievements, awards, and recognition received as a result of high school achievements.)

Post High School Accomplishments: (Professional, civic, and/or personal achievements)

Other information about this nominee that you would like the Hall of Fame to consider: (not previously listed)

(Additional text/information may be attached)

Career description as high school coach: (Please summarize coaching career and accomplishments at Highlands High School. Give complete details concerning specific performances, years, records, etc.)

Coaching honors: (Give complete details of high school coaching honors, achievements, awards, and recognition received as a result of high school achievements, i.e. overall record, outstanding season, etc.)

Other information about this nominee that you would like the Hall of Fame to consider: (not previously listed)

(Additional text/information may be attached)

In the rich tradition of athletics at Highlands High School, there are many teams that have achieved levels of success that are worthy of recognition as examples for others to emulate. These teams may be nominated by individuals or chosen to be recognized by the Hall of Fame selection committee. Teams of Distinction should be recognized for their quality of play, display of leadership, and overall level of achievement relative to Highlands High School success in their sport. Teams of Distinction considered for recognition at the Hall of Fame induction may occur ten (10) years after the year of achievement.

Team/Sport:

Year of Distinction:

Summary of Accomplishment:

(Additional text/information may be attached)