

Dear CEA member CEO,

Community Education Australia (CEA) has launched its annual student of the year awards which celebrates the work and underlines the importance of Australian adult and community education (ACE) students. CEA is proud of the many thousands of Australian ACE students, who learn new skills and grow professionally and personally, reaching economic, social and community life objectives.

**CEA has opened nominations for the 2025 Awards** with a closing date of: Friday October 3rd at 3pm. CEA welcomes nominations from all Australian ACE providers, not only from member organisations.

**The 2025 Student of the Year Awards ceremony** will take place on Tuesday 25 November, at the  Sydney Harbour Marriot, during the Gala dinner of CEA’s 2025 National Conference. Trophies will be awarded to winners and finalists.

**Nominations for the 2025 Student of the Year Award**are open to those students who have enrolled or have completed at least one course of study at an Australian not-for-profit ACE organisation during the 13 month period through 22 July 2024 through 18 August 2025. Courses of study can be VET accredited or non-accredited (including pre-accredited or pre-vocational). Nominees must be citizens or permanent residents of Australia.

Judging criteria, a downloadable (Word) nomination form and the Awards terms and conditions are below.

# CEA 2025 Community Education Student of the Year Awards - Terms and Conditions

1. The official Awards announcement will take place in early Sept 2025 – location, format, time and date to be confirmed.
2. Nominations are open to students who are Australian citizens or permanent residents who have undertaken formal study, i.e have enrolled and are either undertaking or have completed (accredited, non-accredited or pre-vocational) with an incorporated not-for-profit Australian adult and community education (ACE) organisation during the period through 22 July 2024 through 18 August 2025. Community Education Australia (CEA) welcomes all applications, not just from CEA members.
3. Winners will awards to recognise their study.
4. There is no fee for nominations.
5. Nominated students must be at least 18 years old by 31 August 2025. There is no age limit.
6. Organisations may submit a maximum of two student nominations. (Please use a separate form for each nomination.)
7. Please submit your nomination form/s by Friday October 3rd at 3pm preferably in Microsoft Word format as an ***email attachment***, to [russ.hawkins@cea.org.au](mailto:russ.hawkins@cea.org.au) with a cc: to [cfox@sgscc.edu.au](mailto:cfox@sgscc.edu.au) with the subject line “2025 Student of the Year Award Nomination”. We encourage early submission of nominations. Please attach a Nomination Form and a supporting statement, plus any additional information and website links. **If nominating two students, please send in separate emails.**
8. Please attach a Nomination Form and a supporting statement, plus any additional information.
9. Shortlisted entrants (“Finalists”) will be notified as soon as possible after the closing date, and invited to attend the Awards in November 2025.
10. Students do not have to be present at the Awards to receive an award.
11. Students who are included as a Finalist agree to have their photos and biographical information published and provided to news media. Nominating organisations will supply a high-quality photo in JPEG format as soon as possible to CEA after receipt of notification of FINALIST status, for use in publicity about the event. CEA will communicate with the students only through their nominating organisation.
12. Decisions on nomination shortlisting and final prize-giving are final.
13. Nominating organisations are encouraged to supply supporting documentation, in addition to the information in the application form. CEA may request additional information regarding the nomination/s.
14. The nominating organisation agrees to assist CEA with publicity and promotion of any student who achieves Finalist status.
15. The nominating organisation confirms that it has the authority to nominate the student for this Award, the student will be over age 18 by 31 August 2025, and has agreed to be nominated by your organisation.
16. You confirm that the information provided in this nomination (and in any subsequent presentation or documentation as part of these Awards) is correct, and does not infringe on the rights of any person or organisation.
17. Activities and events at Awards may be photographed or recorded (audio and video) and made

available via CCA’s website and via other media.

1. ***The nomination application consists of the Nomination Form (see separate form), which includes a short biography of the student, including a Statement that addresses the criteria below***. We also welcome a statement from the student and other supporting documentation that will assist consideration of the nomination. Short videos from applicants are welcome.
2. Award judging criteria are listed on the next page.

# COMMUNITY EDUCATION STUDENT OF THE YEAR 2025 JUDGING CRITERIA

**Student of the Year and two highly commended awards for 3 total awards.**

This award is open to all learners who have enrolled in formal courses of study with Australian community education providers. The award will celebrate students demonstrating growth and excellence through their study/work and an understanding of the relevance of lifelong learning for themselves and their community.

In the nomination’s supporting Statement and description of the student’s achievements, please explain what the student’s training or study has meant to the student, their work and their life. The Statement does not have to respond to all the points listed below; use them as a guide as to what to include in the nomination.

# Criterion 1: Career and study achievements

Achievements such as:

* + personal or career gains from participating in the studies or training;
  + the student’s understanding of the value of learning and training; and
  + how the student has integrated training with work, and what benefits this has brought.

# Criterion 2: Communication, team and leadership skills

Skills developed through study or training, such as:

* + effective oral and written communication;
  + self-reliance and resilience in times of challenge;
  + effective participation in teams;
  + ability to take a leadership role in training, study, community, workplace, industry or other areas;
  + capacity to be an effective ambassador for their organisation or community; and
  + ability to encourage others who are interested in entering training pathways or studies.

# Criterion 3: Other activities, including community service

These could include:

* + achievements in areas other than study and work;
  + involvement in the community, including community service activities and any clubs or organisations; and
  + awareness of current social, economic and political issues.

# Further Information

Please contact Russ Hawkins at CEA on 0425 97 0425

*Please see nomination form below which is a basic template that most providers and nominees will look at expanding upon. Please feel free to copy and paste this section below and expand across a few pages as you see fit.*

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| --- |
| **Full name of the nominated student:**  Age of student as of 31 August 2025 (must be over 18): |
| **Your organisation:** |
| **Your organisation’s address:** |
| **Primary contact person,** including name, title, telephone number and email address (NOT the student): |
| **Alternative contact person** (in case the primary contact is not available) with contact details: |
| **What training or study has the student undertaken with your organisation during the period 1 September 2024 through 31 August 2025:** |
| **Is the student is employed? If so, where and how?** |
| **Please provide a short bio of the student** (feel free to attach additional pages or documents): |
| **Why have you nominated the student for this award? (Please refer to the award judging criteria.)**  **Additional comments** (feel free to attach additional pages or documents):  a short video (one to three minutes-using a mobile phone, for example) with the ‘student’s pitch’ or with supporting information for the award is an option, and may be included with your nomination. |

**Instructions for your nomination:** Please fill out a separate nomination form for each nominated trainer Please submit your nomination form/s by Friday Oct 3rd at 3pm preferably in Microsoft Word format as an ***email attachment***, to [russ.hawkins@cea.org.au](mailto:russ.hawkins@cea.org.au) with a cc: to [cfox@sgscc.edu.au](mailto:cfox@sgscc.edu.au) with the subject line “2025 Trainer of the Year Award Nomination”. We encourage early submission of nominations. *Feel free to expand this nomination form to additional pages and attach supporting documentation and/or website links.*

*In submitting this application you confirm the nominated trainer has agreed to be nominated by your organisation, and that you and the trainer agree to the terms and conditions of the Awards, which can be found on the CEA website.*

***For support and assistance call Russ Hawkins CEO at CEA on 0425 97 0425***