

PARTNER AWARDS 2023

Rules and Regulations

SECTION 1: ELIGIBILITY

1. To be eligible to submit a nomination for the CMI Outstanding Apprentice of the Year, the nominating institution/organisation must be approved by CMI to deliver a CMI or CMI accredited qualification or apprenticeship ("a CMI Partner") at any time between 1st May 2022 to 1st May 2023.
2. Nominees must:
 - a. Be, or have been, undertaking or have recently completed a CMI qualification, dual accredited qualification and/or management apprenticeship.
 - b. Be, or have been, enrolled at a CMI Partner between 1 May 2022 and 1 May 2023.
3. Individuals may not nominate themselves.
4. Only one student, per cohort, per CMI-accredited course can be nominated by a CMI Partner each year.

SECTION 2: ENTRY PROCESS

1. The competition opens on 10th January 2023. The closing date for submitting entries will be **midnight on Saturday 1st May 2023**. No further entries will be accepted after this date.
2. All nominations received will be eligible for submission for regional and overall recognition. The cut off date for the annual regional and national awards is 1st May 2023
3. Entries must be submitted using the online forms available from:
<https://www.managers.org.uk/community/awards/partner-awards/apprentice-of-the-year/>
4. Entries for the CMI Outstanding Apprentice of the Year Award will be automatically bound by these competition rules.
5. CMI reserves the right to move a submission from one category to another should it be deemed to be a better fit against the category criteria, or exclude an entry altogether at its reasonable discretion. Nominees, and their nominating CMI Partner, will be notified if an entry is moved or excluded in this way.
6. CMI reserves the right to remove any category from the competition at its own discretion.
7. Once submitted, the entry cannot be withdrawn, unless CMI agrees to do so.

SECTION 3: COMPETITION CATEGORY

CMI Outstanding Apprentice of the Year

The CMI Outstanding Apprentice the Year is awarded to an individual who is recognised for their outstanding achievements where they are making a positive impact on their course, in the workplace, or other management and leadership settings to advance themselves, their organisation and the community around them.

SECTION 4: SELECTION

1. Each nominee will automatically be categorised by region.
2. A regional winner will be selected from all nominations made in the appropriate region.
3. All regional winners will be longlisted for the overall award and a shortlist of three nominees will be announced in July 2023.
4. The winner of the overall award will be selected by the CMI judges panel from the shortlisted entries. Only one overall winner will be awarded.
5. The overall winner of the CMI Outstanding Apprentice of the Year will be selected from the shortlist. The overall winner of the CMI Outstanding Apprentice of the Year will receive a trophy and certificate. These will be presented at an awards ceremony in Autumn 2023.
6. The winners of each regional award and overall award agree to work together with CMI to jointly promote the CMI Partner Awards and the activities of both the individual and CMI.

SECTION 5: EXCLUSIONS

1. The Chartered Management Institute, its affiliates, subsidiaries, and their respective employees, officers, directors, representatives, agents, consultants, contractors and their family members are not eligible to participate and will be disqualified.
2. Judges cannot enter nominations into the competition and judges should not judge entries by colleagues from their own institution or organisation.
3. CMI's decisions on all matters concerning the competition, including the acceptance of entries, the nomination of winners and any other matters, will be final and binding. No correspondence or discussion will be entered into.
4. For further information and for contact details regarding the CMI Partner Awards, visit <https://www.managers.org.uk/community/awards/partner-awards/>

SECTION 6: GDPR

Data received from those expressing their interest to enter/nominate will only be used to process and manage the entry and for sending direct communications relating to the award and entry process.

Our privacy policy can be viewed at: <https://www.managers.org.uk/about-cmi/governance/policies/data-privacy/>

In addition, by making a submission, each nominating CMI Partner grants, and confirms that the relevant

individual has agreed to grant, to CMI:

- a. permission to use their name and likeness for the purpose of organising and/or managing the awards, for announcing the winner of the award and for related award purposes;
- b. the right to publish the winning entry (including, but not limited to, photos, videos and text).