****

**MALAYSIAN DIETITIANS’ ASSOCIATION**

**UNDERGRADUATE DIETETICS STUDENT AWARD**

1. **Objective**

To acknowledge outstanding undergraduate dietetics students in academic, recognise leadership quality and pro-active involvement in MDA, university and community activities.

1. **Participating Institutions by Invitation**

2.1. Universiti Kebangsaan Malaysia (UKM)

2.2. Universiti Putra Malaysia (UPM)

2.3. Universiti Sains Malaysia (USM)

2.4. Universiti Teknologi Mara (UiTM)

2.5. Universiti Sultan Zainal Abidin (UNISZA)

2.6. International Islamic University Malaysia (IIUM)

2.7. International Medical University (IMU)

1. **Nomination And Award Presentation**

Nomination must submit the completed nomination form supported by all required documents by the datelines stated.

|  |  |  |
| --- | --- | --- |
| **No.** | **Steps** | **Dateline** |
| 3.1 | **Outstanding Undergraduate Dietetic Student Awards open for nomination** | 1st Apr – 30th Apr |
| 3.2 | **Award, Scholarship and Grant (ASG) Committee receive and review nomination (see Eligibility Criteria)** | 1st – 15th May |
| 3.3 | **MDA Council receive name of finalists and endorse nomination** | 15th– 31st May |
| 3.4 | **Award Recipients Announcement**  3.4.1 The certificate and letter will be sent to recipients.  3.4.2 A congratulatory letter will be sent to winners’ institution from MDA. | 1st June onwards (TBA council) |
| 3.5 | **Award Ceremony (Optional)**   |  |  | | --- | --- | | MDA Outstanding Undergraduate  Dietetic Student Award | **Award** | | 1st Prize | RM700 + Certificate | | 1st Runner-Up | RM500 + Certificate | | 2nd Runner-Up | RM300 + Certificate | | Upcoming AGM / to be decided by council of the year |

1. **Eligibility Criteria** 
   1. The nominee shall be an active MDA Student Member (in the graduation year) and an active Ordinary Member (in the year of nomination).
   2. The nominator shall be the lecturer from dietetics programme of the university that the student is pursuing his/her undergraduate degree in dietetics.
   3. Each institution of higher learning can submit ONE name from the FINAL YEAR batch of dietetics students.
   4. Students need to provide a CV demonstrating evidence of the criteria (as below) and a letter of recommendation from their mentor.
2. **Merit Criteria**

As the intent of the award is to honour and facilitate outstanding scholarship, nominees will be judged on the basis of the following merit criteria:

* 1. Obtained good grades in final year dietetics practicum (clinical, food service and community).
  2. Active participation and demonstrated leadership roles within and outside the university e.g. student council, projects, community work, during dietetics practicum or other learning environment.
  3. Active participation in university activities and community service.
  4. Participation in MDA activities.

(Refer to APPENDIX 1)

1. **Nomination Submission**
   1. Application must be submitted via electronic mailer\*, hand delivered or posted to the following addressee by (or postmarked by) 5pm on **April 30th**.

**Malaysian Dietitians’ Association**

1-4B, Incubator 1,

Technology Park Malaysia,

Bukit Jalil,

57000 Kuala Lumpur

Fax: 603-4023 8100

Tel: 603-40234700 / 603-40254700 / 603-40253700

Email: mda.awardsgrants@gmail.com

**APPENDIX 1**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **MERIT CRITERIA** | |  |  | |  |
|  | |  |  | |  |
| **1.0** | **Academic Achievements** |  |  | |  |
|  | **CGPA** |  |  | | **Max** |
|  | 3.00-3.33 |  |  | | 15 |
|  | 3.34-3.66 |  |  | |
|  | 3.67-4.00 |  |  | |
|  |  |  |  | |  |
| **2.0** | **Key Achievement Areas** | | | | |
|  | **Components** |  |  | | **Max** |
| 2.1 | Clinical Dietetic |  |  | | 20  20  20 |
| 2.2 | Food Service |  |
| 2.3 | Community Dietetic |  |
|  |  |  |  | |  |
| **3.0** | **Involvement in MDA** |  |  | |  |
|  | **Components** |  | | | **Max** |
| 3.1 | MDA Student Member. |  | | | 20 |
| 3.2 | Participation in Annual MDA Conference. |  | | |
| 3.3 | Participation as volunteer in MDA activities. |  | | |
|  |  |  | | |  |
| **4.0** | **Involvement in University Activity and Community Service** | | |  | |
|  | **Components** | | | | **Max** |
| 4.1 | Hold leadership position in club or association in university or community. | | | | 15 |
| 4.2 | Organize event in university or community as main task-force. | | | |
| 4.3 | Participate in university activities and community service. | | | |

**MALAYSIAN DIETITIANS’ ASSOCIATION**

**OUTSTANDING UNDERGRADUATE DIETETIC STUDENT AWARD**

**NOMINATION FORM**

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

|  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **INSTITUTION** | | | **:** | |  | | | | | |
|  | | |  | |  | |  |  |  | |
| **ELIGIBILITY CHECKLIST** | | | | | | | | | | |
| 🞏 | Current MDA Student/Ordinary Member | | | | | | | | | |
| 🞏 | CGPA ≥ 3.00 | | | | | | | | | |
|  | |  | |  | | | | | | |
| **NOMINEE’S DETAIL** | | | | | | | | | | |
| **NAME** | | | | **:** | |  | | | | |
|  | | | |  | | (Full name as it should appear on the certificate) | | | | |
| **I.C. NO.** | | | | **:** | |  | | | | |
| **EMAIL** | | | | **:** | |  | | | | |
| **CONTACT NO.** | | | | **:** | |  | | | | |
|  | | | |  | |  | | | | |
| **ACTIVITIES** | | | | | | | | | | |
| Briefly list achievements; honours (academic and other), MDA, university, community service activities, etc. | | | | | | | | | | |
|  | | | | | | | | | |  |
| **Activities, Honours or Organisations:** | | | | | | | | | | **Dates** |
|  | | | | | | | | | |  |

**MALAYSIAN DIETITIANS’ ASSOCIATION**

**OUTSTANDING UNDERGRADUATE DIETETIC STUDENT AWARD**

**NOMINATION FORM**

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

|  |  |  |  |
| --- | --- | --- | --- |
| **SUBMISSION CHECKLIST (Submit by 31st Jan)** | | | |
| 🞏 | Nomination Form (original copy) | | |
| 🞏 | Academic Transcripts (certified copy) | | |
| 🞏 | Nominee’s CV with photo-enclosed | | |
| 🞏 | Certificate(s) of participation (certified copy) | | |
| 🞏 | Email a soft copy to **mda.awardsgrants@gmail.com** | | |
|  |  | | |
| **SUBMISSION ADDRESS** | | | |
| **Malaysian Dietitians’ Association**  1-4B, Incubator 1,  Technology Park Malaysia,  Bukit Jalil,  57000 Kuala Lumpur  Fax: 603-4023 8100  Tel: 603-40234700 / 603-40254700 / 603-40253700  Email: mda.awardsgrants@gmail.com | | | |
| ……………………………………………  ( )  Head of Department Signature & Stamp  Date: | | ………………………………………………  ( )  Lecturer  Signature & Stamp  Date: | …………………………………………….  ( )  Nominee’s Signature  Date: |

**..................MDA AWARD, SCHOLARSHIP AND GRANT (ASG) COMMITTEE USE ONLY.................**

**CODE OF NOMINEE** :  **/20\_ \_**

**RECEIVED BY**  :

**DATE** :

**MALAYSIAN DIETITIANS’ ASSOCIATION**

**OUTSTANDING UNDERGRADUATE DIETETIC STUDENT AWARD**

**PRELIMINARY JUDGING FORM**

**ASG COMMITTEE USE ONLY**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Code of Nominee** | | : | **/20\_ \_** | |
| **ELIGIBILITY CHECKLIST (Submitted by 31st Jan)** | | | | **REMARKS** |
|  | | | |  |
| 🞏 | Nomination Form (original copy) | | |  |
| 🞏 | Academic Transcripts (certified copy) | | |  |
| 🞏 | Nominee’s CV with photo-enclosed | | |  |
| 🞏 | Certificate(s) of participation (certified copy) | | |  |
| 🞏 | Email a soft copy to **mda.awardsgrants@gmail.com** | | |  |

This nominee has been evaluated by the following ASG Committee:

|  |  |  |  |
| --- | --- | --- | --- |
| **NO.** | **NAME** | **SIGNATURE** | **DATE** |
| 1 |  |  |  |
| 2 |  |  |  |
| 3 |  |  |  |

**MALAYSIAN DIETITIANS’ ASSOCIATION**

**OUTSTANDING UNDERGRADUATE DIETETIC STUDENT AWARD**

**JUDGING FORM**

**ASG COMMITTEE USE ONLY**

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Code of Nominee** | | | | : | **/20\_ \_** | | | | | | | | | | | | |
| **MERIT CRITERIA** | | | | | | | | | | | | | | | | | |
|  |  | | | | | | | | | | | | | | | | |
| **1.0** | **ACADEMIC ACHIEVEMENTS** | | | | | | | | | | | | | | | | |
|  | **CGPA Range** | | | | | | | | | | | | |  | **Breakdown** | | **Score** |
|  | 3.00-3.33 | | | | | | | | | | | | |  | 5 | | /15 |
|  | 3.34-3.66 | | | | | | | | | | | | |  | 10 | |
|  | 3.67-4.00 | | | | | | | | | | | | |  | 15 | |
|  |  | | | | | | | | | | | | | | | | |
| **2.0** | **KEY ACHIEVEMENT AREAS (Based on internship/coursework/attachment)** | | | | | | | | | | | | | | | | |
|  | **Key Area** | | | | | **Semester** | | | | | **Average**  **GPA** | | | **GPA**  **Range** | **Breakdown** | | **Score** |
| **1st** | | **2nd** | | **3rd** |
| 2.1 | Clinical Dietetic | | | | | | | | | |  | | | 3.33-3.66  3.67-3.99  4.00 | 5  15  20 | | /20 |
|  | 2.1.1 | |  | | |  |  | |  | |  | | |  |
|  | 2.1.2 | |  | | |  |  | |  | |  | | |  |
|  | 2.1.3 | |  | | |  |  | |  | |  | | |  |
| 2.2 | Food Service | | | | |  |  | |  | |  | | | /20 |
|  | 2.2.1 |  | | | |  |  | |  | |  | | |  |
|  | 2.2.2 |  | | | |  |  | |  | |  | | |  |
| 2.3 | Community Dietetic | | | | |  |  | |  | |  | | | /20 |
|  | 2.3.1 | |  | | |  |  | |  | |  | | |  |
|  | 2.3.2 | |  | | |  |  | |  | |  | | |  |
|  |  | |  | | |  |  | |  | |  | | |  |
|  |  | | | | |  | |  | |  |  | | |  |  | |  |
| **3.0** | **INVOLVEMENT IN MDA** | | | | | | | | | | | | | | | | |
|  | **Components** | | | | | | | | | | | | **Details** | | | **Breakdown** | **Score** |
| 3.1 | MDA Student Member. | | | | | | | | | | | | [At least 1 year] | | | /5 | /20 |
| 3.2 | Participation in MDA Conference. | | | | | | | | | | | | [At least once] | | | /5 |
| 3.3 | Participation as volunteer in MDA activities. | | | | | | | | | | | | [1 event = 2 points] | | | /10 |
|  |  | | | | |  | | | | |  |  | | | |  |  |
| **4.0** | **INVOLVEMENT IN UNIVERSITY ACTIVITY AND COMMUNITY SERVICE** | | | | | | | | | | | | | | | | |
|  | **Components (based on certified copy of certificates)** | | | | | | | | | | | | **Details** | | | **Breakdown** | **Score** |
| 4.1 | Hold leadership position in club or association in university or community. | | | | | | | | | | | | [1 post = 1 point] | | | /5 | /15 |
| 4.2 | Organize event in university or community as main task-force. | | | | | | | | | | | | [1 event = 1 point] | | | /5 |
| 4.3 | Participate in university activities and community service. | | | | | | | | | | | | [1 event = 1 point] | | | /5 |

**MALAYSIAN DIETITIANS’ ASSOCIATION**

**OUTSTANDING UNDERGRADUATE DIETETIC STUDENT AWARD**

**JUDGING FORM**

**ASG COMMITTEE USE ONLY**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **SUMMARY OF SCORING** | | | | |
|  |  | | |  |
| **Code of Nominee** | | : | **/20\_ \_** |  |
| **No** | **Merit Criteria** | | | **Score** |
| 1 | CGPA | | | /15 |
| 2 | Clinical Dietetic | | | /20 |
| 3 | Food Service | | | /20 |
| 4 | Community Dietetic | | | /20 |
| 5 | Involvement in MDA | | | /20 |
| 6 | Involvement In University Activity And Community Service | | | /15 |
|  | **TOTAL** | | | /110 |

|  |  |
| --- | --- |
|  | |
|  |  |
|  |  |

Evaluated by,

...............................................

( )

ASG COMMITTEE 20\_ \_/20\_ \_

Date:

**MALAYSIAN DIETITIANS’ ASSOCIATION**

**OUTSTANDING UNDERGRADUATE DIETETIC STUDENT AWARD**

**PROPOSAL FORM**

**ASG COMMITTEE USE ONLY**

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **TABULATION SCORE** | | | | | | | | |
|  | |  | | | | | |  |
| **Institution** | **Code of Nominee** | | **Hard Copy by April** **30th** | **ASG COMMITTEE** | | | **AVERAGE** | **RANKING** |
| **1** | **2** | **3** |
| UKM |  | |  |  |  |  |  |  |
| UPM |  | |  |  |  |  |  |  |
| USM |  | |  |  |  |  |  |  |
| UiTM |  | |  |  |  |  |  |  |
| UNISZA |  | |  |  |  |  |  |  |
| IIUM |  | |  |  |  |  |  |  |
| IMU |  | |  |  |  |  |  |  |

|  |  |  |  |
| --- | --- | --- | --- |
| **AWARD RECIPIENTS PROPOSAL** | | | |
| Hereby, we (ASG committee) unanimously proposed the following names to be the recipients for the following awards. | | | |
|  | | | |
| **Position** | **Code of Nominee** | **Institution** | **Name & IC. No.** |
| MDA Outstanding Undergraduate Dietetic Student Award |  |  |  |
| 1st Runner-Up  MDA Outstanding Undergraduate Dietetic Student Award |  |  |  |
| 2nd Runner-Up  MDA Outstanding Undergraduate Dietetic Student Award |  |  |  |

Proposed by,

|  |  |  |
| --- | --- | --- |
|  |  |  |
| .................................. | .................................. | .................................. |
| ASG COMMITTEE 1 | ASG COMMITTEE 2 | ASG COMMITTEE 3 |
| Date: | Date: | Date: |

**MALAYSIAN DIETITIANS’ ASSOCIATION**

**OUTSTANDING UNDERGRADUATE DIETETIC STUDENT AWARD**

**ENDORSEMENT FORM**

**MDA COUNCIL USE ONLY**

|  |
| --- |
| **AWARD RECIPIENTS ENDORSEMENT** |
| Hereby, MDA COUNCIL 20\_ \_ / 20\_ \_ endorsed the following names to be the recipients for the following awards. |

|  |  |  |
| --- | --- | --- |
| **MDA Outstanding Undergraduate Dietetic Student Award 2015**  **(RM700 + Certificate)** | | |
|  | | |
| Name | : |  |
| I.C. No. | : |  |
| Institution | : |  |

|  |  |  |
| --- | --- | --- |
| **1st Runner-Up MDA Outstanding Undergraduate Dietetic Student Award**  **(RM500 + Certificate)** | | |
|  | | |
| Name | : |  |
| I.C. No. | : |  |
| Institution | : |  |

|  |  |  |
| --- | --- | --- |
| **2nd Runner-Up MDA Outstanding Undergraduate Dietetic Student Award**  **(RM300 + Certificate)** | | |
|  | | |
| Name | : |  |
| I.C. No. | : |  |
| Institution | : |  |

Endorsed by,

|  |  |  |
| --- | --- | --- |
|  |  |  |
| ........................................... | ........................................... | ........................................... |
| President/Vice President of MDA COUNCIL 20\_ \_/20\_ \_  Name: | MDA Council member  20\_ \_/20\_ \_  Name: | MDA Council member  20\_ \_/20\_ \_  Name: |
| Date: | Date: | Date: |