

TENNESSEE SECONDARY SCHOOL ATHLETIC ASSOCIATION HALL OF FAME

Official Nomination Form



Coaches ♦ Officials ♦ Administrators ♦ Contributors



Tennessee Secondary School Athletic Association
P. O. Box 319, Hermitage, Tennessee 37076
Phone: 615.889.6740, Fax: 615.889.0544

INSTRUCTIONS

All information on this form must be completed and supporting letters of recommendation received by November 1 for the candidate to be considered for the following year's class. The completed nomination form and support materials should be sent to:

Heather Carter
TSSAA
P. O. Box 319
Hermitage, TN 37076

Once the nomination is received by the TSSAA, all action necessary to the selection process shall remain confidential. All information submitted shall be retained by the TSSAA.

A completed nomination must be accompanied by no more than 6 letters of recommendation. A limited number of newspaper clippings, magazine articles, copies of scorebooks and statistics may be included to help substantiate the accomplishments and contributions of the nominee.

In completing the nomination materials, please observe the following: 1) All copies should be 8 ½" x 11"; 2) nominators should sign their names on the form on page 4; 3) do not use highlighters to point out specific facts—either underline or draw arrows to mark copy; 4) please type all material or write legibly in blue or black ink (no pencils) and be sure that copy is legible; 5) do not use notebooks with plastic sheet protectors

The Hall of Fame Induction Ceremony is held in April just prior to the Annual Athletic Directors Conference. It is held at the Embassy Suites Hotel and Conference Center in Murfreesboro.

Inductees will be notified of their selection by February.

GENERAL CRITERIA

Nominees must exemplify the highest standards of sportsmanship, ethical conduct, and moral character.

In order to be considered for the TSSAA Hall of Fame, all nominees must fall into **one** of the following three categories:

- 1) At least 50 years of age
- 2) Retired at least 3 years
- 3) Out of the particular field or category for which he/she is being nominated at least 3 years

Nominees for the Hall of Fame who are not immediately inducted will remain on file for up to 5 years. We will resubmit that nomination each year until either the nominee is selected or the 5 year timeframe expires. You may re-submit a nomination after the five year period by sending in a letter stating your request.

The Tennessee Secondary School Athletic Association's Hall of Fame was established in 1981 to honor outstanding achievements by individuals to member schools and TSSAA.

SELECTION PROCESS

The TSSAA Hall of Fame selection committee is comprised of nine members. Serving on the committee are three administrators, three coaches, and three officials from each of the three areas of the state (east, middle, west).

The committee members are to remain anonymous, and each serves a three-year term. Nomination forms and supporting material are sent to each committee member. The selection committee then submits a ballot of nominees within each category. These ballots determine the final selections based on nominations from TSSAA school people and officials.



HALL OF FAME NOMINEE

Name of
Nominee: _____

(first, middle, last)

Individual Submitting Nomination:

Name: _____

Phone: _____

Street Address: _____

City, State, Zip: _____

E-mail address: _____

Signed: _____

Date: _____

NOMINEE INFORMATION SHEET

Please Check Appropriate Nomination Category (Please select only one):

Administrator Coach Official Contributor

Name of Nominee: _____
(First, Middle, Last)

Current Address: _____
(Street Address)

City: _____ State _____ Zip _____

Phone: _____ Date of Birth: _____

E-mail address: _____

If retired, date of Retirement: _____

If deceased, date of death: _____

Name of Spouse or Closest Living Relative: _____

Relation to Inductee: _____

Address: _____

Phone: _____

Schools Attended:

Name of School	City and State	Year Graduated	Degree

Letters of Recommendation Attached (Limit of six)

Newspaper and/or other supportive material attached (must be copied to an 8 ½ x 11)

CAREER DESCRIPTION

Career Description as High School Administrator, Coach, Official, or Contributor [give complete background and information pertaining to involvement in athletics, i.e., coaching positions, tenure, years officiating, etc.]

Coaching Records and Honors (overall record, outstanding seasons, etc.) / Administration and Education Honors / Official Honors

Professional Affiliations and Achievements (i.e., involvement in coaching, education, official associations and other related professional organizations)