

OKACTE GUIDANCE DIVISION  
McCharen Award of Merit

**Information due to Awards Committee – February 15**

Do you know a guidance member who continually goes above and beyond the call of duty and deserves recognition? The McCharen Award is presented to an individual OKACTE Guidance member who consistently contributes to the advancement of career guidance/counseling during the year. This person may be a “behind the scenes” player or a person in the forefront. Up to three awards will be given at the annual Guidance Award Luncheon.

I wish to nominate the following individual for the **MCCHAREN AWARD OF MERIT**:

**Name:** \_\_\_\_\_

**Home Address:** \_\_\_\_\_  
Street/PO Box City State Zip

**Business Address:** \_\_\_\_\_  
Street/PO Box City State Zip

**Home Phone:** \_\_\_\_\_ **Business Phone:** \_\_\_\_\_

**Job Title:** \_\_\_\_\_

*Please attach a one page typewritten explanation for recommending. Also, please provide a photo that can be used in the Awards presentation (JPEG Format).*

**Nominated by:** \_\_\_\_\_

**Prepared by:** \_\_\_\_\_ **Phone:** \_\_\_\_\_

**RETURN BY Feb 15 TO: (can be mailed, e-mailed or faxed)**

Jil Gaylor – Guidance Awards Co-Chair  
Tulsa Tech, P.O. Box 477200, Tulsa, OK 74147-7200  
918.828.3034 or Fax 918.828.3009  
jil.gaylor@tulsatech.edu

*The Guidance Awards Committee will make final decisions and contact you by **May 1**. The McCharen Award of Merit is usually kept secret from the recipient(s) until it is announced at the meeting/luncheon. Recipient(s) will be recognized at the annual Guidance Business Meeting or Guidance Luncheon in August.*