

The CISI Mentor of the Year Award 2024 – Terms and conditions

1. The CISI Mentor of the Year Award (“the Competition”) is being conducted by the Chartered Institute for Securities & Investment (CISI), 20 Fenchurch Street, London, EC3M 3BY.
2. To be eligible for the Award, both the nominating mentee and mentor must:
 - i. Be current members of the CISI
 - ii. Be up to date with their membership subscription payments
 - iii. Have had a mentoring relationship together using the CISI Mentoring Scheme
 - iv. Be active members on the CISI Mentoring Scheme
 - v. Not be under any disciplinary action or investigations
 - vi. Not be a current CISI Trustee
3. Mentors may not nominate themselves for the Award.
4. If more than one mentee nominates the same mentor, then each entry will be considered on its own merits (the nominations will not combine or stack) and the highest scoring entry will be taken.
5. Mentors will only be notified that they have been nominated for the award if:
 1. They progress to the second round of the Competition (see section 7)
 2. They submit a request to CISI for their personal information
6. The 2024 Competition applications (i.e. fully completed entries) must be submitted in accordance with these terms and conditions by the closing dates as outlined below.
7. The stages of the Competition are as follows;

First round: Complete the application form (answering all questions) and submit online by 11:59pm on **4 December 2023**.

An internal team of CISI representatives will review the applications and shortlist applicants to progress. Entries will be judged on the responses submitted exclusively. Applicants will be notified of the outcome of the first round in **December 2023**.

Second round: The top shortlisted Applicants will be invited to attend an interview with a Judging Panel (the Panel) comprising CISI representatives in **January 2024**. This will take place via video call. The Panel will select an overall Winner.
8. The CISI accepts no responsibility for incorrectly submitted, delayed, misdirected or illegible entries into this Competition.
9. The winning Mentor and nominating Mentee will be invited to attend the CISI Annual Awards Ceremony on 23 April 2024.
10. The Winner’s details will be published on the website and in various industry publications.
11. General feedback by way of comments from the Panel for the second round will be made available on request once the Winner has been announced. No feedback will be given regarding entries that did not progress to the second round.
12. The Winner will receive:
 - i. Feature on a CISI website
 - ii. Profile on CISI social media channels
 - iii. Announcement in *The Review*
 - iv. Digital Mentor of the Year 2024 badge and certificate
 - v. The accolade of winning

13. The Winner must take the prizes as specified above. Where applicable, the prizes cannot be redeemed for cash, exchanged or transferred to another person.
14. Chance plays no part in this Competition. The Panel's decision is final, and no correspondence will be entered into. Any applicants or applications not complying with these terms and conditions or involving fraud or any other illegal activity may be disqualified by the Panel and/or replaced by another applicant at any time. The CISI reserves the right to undertake at any time any verification checks of the application submitted.
15. By entering the Competition, all applicants confirm and agree that they will abide by these terms and conditions, they are the person who submitted the application, and the application is their own work. The CISI is not responsible for any incorrect or inaccurate information, either submitted by the applicant, or caused by equipment or programming used in this Competition, or for any technical error that may occur during the administration of this Competition including any omission, interruption, deletion, defect, delay in operation or transmission, network failures, technical problems or traffic congestion on the internet or on the Website, software failure, theft, destruction, alteration or unauthorised access to the applications or any injury or damage to any person's computer related to, or resulting from, participating in this Competition.
16. The CISI and its associated companies and agencies shall not be liable in any way (including, without limitation, in negligence) for any loss or damage whatsoever suffered (including, without limitation, indirect or consequential loss) or for any loss or damage or personal injury suffered or sustained in connection with using any prize, except any liability that cannot be excluded by law.
17. By entering the Competition, the Winner agrees to participate in publicity activities associated with the Award including interviews and photo sessions requested by the CISI or the award sponsors.
18. The information entrants provide will be used by the CISI for the purpose of conducting the Competition in accordance with the CISI privacy policy.