

## The University of Pittsburgh Composition Program Announces the Annual KOLOC AWARD

The Composition Program Writing Awards honor excellence in undergraduate writing by offering prizes for thoughtfully crafted essays demonstrating ability to explore a subject's complexity.

The Koloc Award is named in honor of long-time Director of Advising, Fred Koloc. Established in 2000, the Koloc Award provides a student achievement award in the form of a gift certificate for The University Store. Eligible Essays for the Koloc Award: One outstanding essay written by each writer for any Workshop in Composition (WC) or ESL Workshop in Composition (ESL WC) writing course. Two candidates may be submitted by the instructor per course.

Participating writers must submit to their instructor one essay completed in a WC or ESL WC course. Writing may be revised before submission, but it must be submitted during the term you took the course.

### How to Prepare Your Portfolio for Submission:

Send your instructor an email containing the following:

- One of your essays written during the course. It should not have instructor's comments on it. It should not have your name on it. It should not have the course name on them.
- A completed cover sheet (see next page).
- A completed permission form (see last page below).

The title of your essay must appear at the top of its first page and also on your cover sheet.

Neither your name, nor that of your instructor, nor the course name may appear anywhere in your submission other than your cover sheet and your permission form.

Send your essay to your WC or ESL WC teacher before finals week.

How Your Teacher Submits Your Work: Teachers should email to the (ESL) Workshop Coordinator, Marylou Gramm at [mag20@pitt.edu](mailto:mag20@pitt.edu):

- one cover sheet
- one signed permission form and
- one clean, anonymous digital copy (no instructor's comments) of the student's essay .

If you have questions, please contact Marylou Gramm at [mag20@pitt.edu](mailto:mag20@pitt.edu)

Cover Sheet for Koloc Award Portfolio

Student Name: \_\_\_\_\_

PeopleSoft Number \_\_\_\_\_ Telephone \_\_\_\_\_

Email Address \_\_\_\_\_

Permanent Address \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

Instructor Name \_\_\_\_\_

Five-Digit Course Number \_\_\_\_\_

The Title the Essay: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

Permission Form for Koloc Award

Your entry to the Koloc Award Contest must be accompanied by this signed permission form.

The choices below involve several types of permission; in each situation you would be named as the essay's author and retain copyright to your work. Please check all appropriate items and submit the form with your essay.

If the essay I'm submitting to the Koloc Award Contest receives an award or honorable mention, the Composition Program may use my writing in all the ways I have checked below:

My entire essay or praiseworthy excerpts may appear on the Composition Program's website.

My entire essay may be made available to Composition Program faculty, either in print form or in a password-protected online faculty-development site.

My entire essay may be used as basis for class discussion or writing assignments in Composition Program courses.

I would prefer that my essay not be used by the Composition Program, either online or in print.

Student's Signature \_\_\_\_\_

Date \_\_\_\_\_

Print Your Name \_\_\_\_\_

Telephone Number \_\_\_\_\_

Permanent Address:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Although the Composition Program obviously welcomes the opportunity to celebrate award-winning undergraduate writing on its website and to make such essays available for teacher-development and classroom use, please be assured that your choices on this form will not affect contest outcomes. All permission forms will be retained by the Program's Administrative Assistant until the judging process has been completed.