

## PROCESS OF ADJUDICATION

### *Adjudication Process Overview*

1. The DhaJan Prize Advisory Committee oversees the selection of juries and verifies entries.
2. Jury membership is confidential until the final granting of the award. Only jury members and the Chair of the Advisory Committee know the final constitution of the juries; the Advisory Committee provides suggestions for jury membership to the Chair, who constitutes the juries.
3. Jury decisions are final. All submissions are confidential.
4. Two juries are established to determine semi-finalists in each script, Gurmukhi and Shahmukhi. These are referred to as the "Gurmukhi Jury" and the "Shahmukhi Jury." These two juries determine potential winners in their respective script, submitting from the candidates the greater of 3 books or 20% of the total Gurmukhi/Shahmukhi submissions.
5. All jury members receive hard copies and/or electronic versions of all books submitted that meet the eligibility requirements. These jury members are responsible for reading books in the script associated with their jury.
6. The Gurmukhi and Shahmukhi juries determine potential winners in their respective script, submitting from the candidates a shortlist of potential winners, the greater of 3 books or 20% of the total Gurmukhi/Shahmukhi submissions, to the Central Jury for further consideration.
7. A Central Jury is established to determine the Prize winner and two finalists, ensuring that out of the total three winners, each of the two scripts are represented.
8. Jury members on the Central Jury must be able to read books in both Gurmukhi and Shahmukhi.
9. No person is entitled to remain a jury member for the consecutive year.
10. No jury member may submit a book for consideration in a year he/she serves on a jury.

### *Book Submission Eligibility Requirements*

1. To be eligible, every book must be a first-edition novel or short story collection written in either the Gurmukhi or Shahmukhi scripts. Reprints of previously published works are not eligible and more than half of the given book should not have been published in book form previously.
2. Books can be submitted to the Prize by an author or any other person on his/her behalf. If the latter, explicit written permission from the author must be obtained.

3. A submitted book must be published in the year prior to the year in which award will be given e.g., 2016 for the 2017 prize.
4. The submitted books must have ISBN Number printed on it.
5. Three hard copies of the book must be mailed to the Dhahan Prize Committee in Canada, and, optionally, an electronic version of the book submitted via email. After verification of the that the book meets eligibility requirements, it will be submitted to jury members.
6. All entries must be received by **March 15** of the award year.
7. The author winning the First prize will not be eligible to compete again, while there will be no such bar on finalists or second place winners.

