

**AIAA FELLOW**

**NOMINATION FORM**

*“Fellows shall be persons of distinction in aeronautics or astronautics, who have made notable and valuable contributions to the arts, sciences, or technology thereof.”*

**This Form is used as a draft purposes only**

**All Fellow Nominations and References are to be submitted online**

Nomination Deadline: **June 15 ⚫** Reference Deadline: **July 15**

**Requirements**

* The AIAA Fellow Nomination and References are to be submitted via the AIAA Online Awards System.
* Any AIAA member in good standing may submit a nomination.
* Self-nominations are **not** permitted.
* Only members who are active AIAA Associate Fellows at the time of the nomination deadline (June 15) are eligible to be considered for selection as an AIAA Fellow.
* The Nominator must seek four (4) AIAA members in good standing, who are able to affirm the breadth of the Nominee’s qualifications, to act as References for the Nominee. At least one (1) Reference must be a Fellow or Honorary Fellow, member of the AIAA Council of Directors or Institute Board of Trustees, Section Chairperson, Technical Committee or Program Committee Chairperson.
* Prior to identifying References on the Nomination Form, the Nominator **must** contact and confirm the willingness of each Reference to serve.
* An organizationally diverse set of References is highly recommended.
* The References’ inputs, which serve to endorse the nomination of a Fellow candidate, are confidential to the nominator and nominee.
* The Nominator may not also serve as a Reference.
* The Committee will not review incomplete nomination packages.
* Nominees not selected for election to Fellow in the year of their initial nomination will be considered again in the subsequent selection cycle. If a Nominee is not selected after the 2nd year of consideration, a new nomination package **must** be submitted.
* If a nomination package is updated, it will be a new nomination and in its first year of review. A new entry into the online awards system is to be submitted; this include new reference entries.
* All nominees must be living at the time of the nomination deadline.  Posthumous awards will only be made if the selectee passes after AIAA headquarters formally notified the person of their selection for the award but prior to presentation of the award.  If a nominee passes during any carryover period, the nomination will be withdrawn and AIAA will notify the nominator.  If a nominee passes while the selection process is ongoing, the nomination will be withdrawn and will not be considered.

**Page 1 – Nominee and Nominator Information**

It is the NOMINATOR who is to log into the system in order to begin the nomination. The system will validate the nominator’s membership record and will auto-populate all required fields.

The Nominator is to search for his/her Fellow Candidate by entering the email associated with his/her member record.

Once validating this candidate is an AIAA Associate Fellow with an active membership, the system will auto-populate required fields. Any fields that are greyed out cannot be overridden. If there is a blank field, contact AIAA to update the member record.

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| **Nominee Name** | *Auto-Populated* |
| **Job Title** | *Auto-Populated* |
| **Organization** | *Auto-Populated* |
| **Address** | *Auto-Populated* |
| **City/State/****Zip/Postal Code** | *Auto-Populated* | **Country** | *Auto-Populated* |
| **Telephone** | *Auto-Populated* | **Email** |  |
| **Nominee’s AIAA Member Information** |
| **AIAA Member Number:***Auto-Populated* | **AIAA Region & Section:***Auto-Populated* | **Year Joined AIAA:***Auto-Populated* | **Year Awarded Associate Fellow:** |
| **Professional Activity Group (PAG):** |

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| **Citation*****(25 words or less)*** |  |

**Page 2 – Work Area of Significant Accomplishments**

The Nominator must also select and identify one Work Area of Significant Accomplishments from the list below where the Nominee made his or her most notable and valuable contributions. This will assist the committee in putting the Nominee’s contributions in context, and for demographic purposes.

* Academia, including University Affiliated Research Centers (UARC)
* Industry, including Non-Governmental Organizations
* Government, including FFRDCs and National Labs

**Work Area of Significant Accomplishments:**

*select one:*

Academia Government Industry

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| **PAGE 3 - QUALIFICATIONS** |

700 word limit

*Describe the notable technical and/or leadership* ***contributions*** *the Nominee has made to the arts, sciences or technology of aeronautics or astronautics; and describe the* ***impact*** *the Nominee’s contributions have had on the aerospace body of knowledge, the aerospace profession or industry, and/or the development, deployment, and operation of aerospace systems*.

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| **PAGE 4 - RECORDS OF ACHIEVEMENT**  |

500 word limit

*Describe the Nominee’s most significant records of achievements, that bear witness to, or are in addition to, the contributions and impacts described in the Qualifications section.  Examples of such records may include, but are not limited to:  leadership of development/review teams or panels; design of engineering hardware or software, mission or operational concepts; authorship/presentation of technical reports, other publications, patents, speeches or testimony; etc.*

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| **PAGE 5 - PROFESSIONAL RECORD** |

Up to 10 entries. Each entry is limited to 50 words

*Provide a high-level chronology of the Nominee’s professional career, noting the most significant positions or roles in which the Nominee has served.*

*List in reverse chronological order starting with current position)*

*Please submit in this format:*

Dates of Employment - Organization - Job Title - Short Job Description/Significant Accomplishment

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| **PAGE 6 - EDUCATIONAL BACKGROUND** |

Up to 5 entries

*List the nominee’s educational background by dates, college/university, and degree(s)/major.*

*Please submit in this format:*

Graduation Year - College/University - Degree(s) and Major

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| **PAGE 7 - HONORS AND AWARDS** |

Up to 10 entries. Each entry is limited to 100 words

*Note any honors and/or awards received by the Nominee that bear witness to the significance and impact of the Nominee’s professional contributions and achievements.*

*Please submit in this format:*

Date - Technical Society/Organization - Award Name - Short Description *(i.e., scope of the award, citation, etc.)*

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| **PAGE 8 - SERVICES TO AIAA AND OTHER AEROSPACE-RELATED PROFESSIONAL ORGANIZATIONS** |

Up to 10 entries. Each entry is limited to 100 words

*Describe the Nominee’s service contributions, and the significance of those contributions, to the AIAA and/or other aerospace-related professional organizations.*

Dates – Organization - Notable Contributions

**PAGE 9 – REFERENCE INFORMATION**

Search the reference by his/her email associated with that membership record. The system will validate an active membership. The system will automatically enter the name.

*One Reference must be a AIAA Fellow, Member of the AIAA Council of Directors or Institute Board of Trustees, AIAA Section Chairperson, or AIAA Technical Committee Chairperson.*

*Organizationally diverse set of References recommended (from government, academia and industry)*

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| **1. Name**Organization EmailMember Grade |  | **2. Name**Organization EmailMember Grade  |  |
| **3. Name**Organization EmailMember Grade  |  | **4. Name**Organization EmailMember Grade  |  |