

AMERICAN SOCIETY FOR ENGINEERING EDUCATION

Fellow Nomination Form



After completing this form, please export or print it as a PDF, saving the original editable version for your records. Additional pages may be added as needed; however, they must be inserted in the correct order within their respective sections before exporting or printing. Submit the completed form and any added pages as a single merged PDF to fellows@asee.org. ASEE will acknowledge receipt by email.

Reference letters: The reference letter writer must **submit their support letter and cover sheet as a single merged PDF directly** to fellows@asee.org. Nominators may not forward reference materials.

NOMINATION YEAR		(Nominations open November 1 for the award presented in June of the following year.)
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NOMINATOR INFORMATION					
Last Name		First		M.I.	
Present Position					
Present Organization					
Department					
Address Line 1					
Address Line 2					
City		State		ZIP	
Phone		E-mail Address			

NOMINEE INFORMATION					
Last Name		First		M.I.	
Present Position					
Present Organization					
Department					
Address Line 1					
Address Line 2					
City		State		ZIP	
Phone		E-mail Address			
ASEE Join Date (Nominee)					

CANDIDATE'S EDUCATION			
School			
Degree		Year	
School			
Degree		Year	
School			
Degree		Year	

COVER LETTER

CITATION (A brief statement, not to exceed one hundred words, giving the major accomplishments for which the candidate is selected to receive Fellow Member honors. This will be used if the candidate is selected as an ASEE Fellow Member.)

CANDIDATE'S PROFESSIONAL RECORD (include only principal assignments; present position first)

From		To	
Organization			
Position			
Responsibilities			

From		To	
Organization			
Position			
Responsibilities			

From		To	
Organization			
Position			
Responsibilities			

You may copy and paste additional Professional Record sections as needed.

CANDIDATE'S NON-ASEE-RELATED PROFESSIONAL ACTIVITIES (society memberships, offices held, awards, academic assignments, government assignments, industrial assignments, advisory groups, etc.)

CANDIDATE'S ASEE-RELATED ACTIVITIES WITH EXPLANATIONS (committee memberships, offices held, awards, etc. Please include a detailed explanation of the work involved and the time involved in each aspect of the activity performed.)

CANDIDATE'S PUBLICATIONS (List the five most important publications. Include those dealing with education, if appropriate.)

CANDIDATE'S OTHER PROFESSIONAL ACHIEVEMENTS (Recognition for major contributions to the profession, such as books, patents, international service, visiting professorships, honorary degrees, advisory committees, consulting, continuing education, guidance and counseling, and similar activities.)

The nominator is responsible for obtaining and confirming submission of all reference letters to t.manicom@asee.org by the nomination deadline.

A minimum of five letters of recommendation from ASEE members is required. At least three must be written by current ASEE [Fellows](#). No more than two letters may come from individuals affiliated with the same institution. Current members of the [Board of Directors](#), the [Fellow Member Committee](#), the [Awards Policy Committee](#), ASEE Headquarters staff, and the nominator are not eligible to serve as references.

REFERENCE 1

Last Name		First		M.I.	
Is this person an ASEE Fellow? (yes/no) *	Yes ☐ No ☐				
Is this person an ASEE Member? **	Yes ☐ No ☐		If yes, please ask them to log in to their ASEE account to confirm their membership expiration date		
Present Position					
Present Organization					
Department					
Address Line 1					
Address Line 2					
City		State		ZIP	
Phone		E-mail Address			

REFERENCE 2

Last Name		First		M.I.	
Is this person an ASEE Fellow? (yes/no) *	Yes ☐ No ☐				
Is this person an ASEE Member? **	Yes ☐ No ☐		If yes, please ask them to log in to their ASEE account to confirm their membership expiration date		
Present Position					
Present Organization					
Department					
Address Line 1					
Address Line 2					
City		State		ZIP	
Phone		E-mail Address			

REFERENCE 3

Last Name		First		M.I.	
Is this person an ASEE Fellow? (yes/no) *	Yes ☐ No ☐				
Is this person an ASEE Member? **	Yes ☐ No ☐		If yes, please ask them to log in to their ASEE account to confirm their membership expiration date		
Present Position					
Present Organization					
Department					
Address Line 1					
Address Line 2					
City		State		ZIP	
Phone		E-mail Address			

REFERENCE 4

Last Name		First		M.I.	
Is this person an ASEE Fellow? (yes/no) *	Yes ☐ No ☐				
Is this person an ASEE Member? **	Yes ☐ No ☐		If yes, please ask them to log in to their ASEE account to confirm their membership expiration date		
Present Position					
Present Organization					
Department					
Address Line 1					
Address Line 2					
City		State		ZIP	
Phone		E-mail Address			

REFERENCE 5					
Last Name		First		M.I.	
Is this person an ASEE Fellow? *		Yes ☐ No ☐			
Is this person an ASEE Member? **		Yes ☐ No ☐		If yes, please ask them to log in to their ASEE account to confirm their membership expiration date	
Present Position					
Present Organization					
Department					
Address Line 1					
Address Line 2					
City		State		ZIP	
Phone		E-mail Address			

* At least three (3) references must be [ASEE Fellows](#).

** No more than two letters of support may come from individuals at the same institution. A "Reference" cannot be a current member of the [Board of Directors](#), a member of the [Fellow Member Committee](#), the [Awards Policy Committee](#), the Headquarters staff, or the nominator

You may copy and paste additional Reference sections as needed.