2015 AAAS 3-FELLOW NOMINATION
SPONSOR LETTER GUIDELINES
DEADLINE: APRIL 22, 2015, 11:59 P.M. EASTERN TIME

Requirements To Be A Sponsor:

• Must be a previously elected fellow and current member
• May only serve as a sponsor for up to two 2015 3-Fellow nominations, whether primary, secondary or tertiary

Requirements of Recommendation Letter:

• Must be on letterhead
• Must have the sponsor’s signature
• It is important that the letter in support of the nominee be informational, with a clear indication of the areas in which the nominee has contributed (e.g., research, teaching, technology, service to professional societies, administration in academe, industry or government, etc.) and provide sufficient explanation of why the nominee merits this recognition

Submission Details:

• The letter may be submitted to the primary sponsor to include in the submission of the complete nomination packet
• The letter may be submitted by email directly to AAAS by the deadline of April 22, 2015 at 11:59 p.m. Eastern time and should be sent to fellownomination@aaas.org. Any letter not received by the deadline will not be considered.
• The letter may be sent in hard-copy directly to AAAS and must be postmarked by April 22, 2015 and should be sent to:

  AAAS Executive Office
  Attn: Fellow Nominations
  1200 New York Avenue NW
  Washington, DC 20005

Additional Notes to Primary Sponsor:

• At least two of the three sponsors must be from an institution different from that of the nominee
• It is the primary sponsor’s responsibility to ensure that the full submission is received by the AAAS Executive Office by the deadline, including all three sponsor letters