 **AIAA Lecture Nomination**

**Instructions and Guidelines**

AIAA is proud to recognize the very best in our industry: those individuals and teams who have taken aerospace technology to the next level…who have advanced the quality and depth of the aerospace profession…who have leveraged their aerospace knowledge for the benefit of society. Their achievements have inspired us to dream and to explore new frontiers.

AIAA Honors and Award Program takes pride in our awards and recognizing the award recipients. Given this high standard, the program has strict policies and requirements. **The nominator is to read and understand all policies and requirements prior to submitting the nomination package.** AIAA will validate all information prior to officially recording the nomination and forwarding it to the appropriate selection committee. Any incomplete or not compliant nomination and/or endorsement letter (s) will be returned to the nominator and will not be forwarded to the selection committee.

**All awards policies and requirements can be found at the AIAA Honors and Awards website:** <https://www.aiaa.org/get-involved/honors-awards/awards/awards-policies-and-requirements>

* Any AIAA member in good standing may nominate candidates for any of the awards and lectures.
	+ **Self-nominations are not permitted.** Any nomination submitted by the nominee will be automatically disqualified.
* Candidates to these Lectureships do not have to be AIAA members.
* **To be considered for this award, the nominator must submit nomination online.**
* **The listing of references are required on the nomination form though their submission of their endorsements are optional.** These endorsements are to be submitted online, if they wish.Their support can significantly help the selection committee in their evaluation. The nominator may not serve as a reference.
	+ - It is recommended that the nominator submit this nomination about one month prior to the deadline as it will then give the reference ample time to submit a compelling and thoughtful endorsement.
* Current members of the AIAA committee/group responsible for the selection process for a particular award as well as current elected AIAA volunteers are not eligible to be nominated for that award until expiration of their membership term, which occurs yearly on April 30th.
* Nominees/awardees may not receive more than one AIAA National award for the same accomplishment or body of work. Nominating the same person for multiple AIAA National awards during the same nomination cycle is not allowed. Careful consideration should be given when nominating to ensure that the relevant accomplishments of the nominee are presented clearly and precisely, so that overlap between prior and future awards does not exist. It is highly encouraged for AIAA Section or Regional award winners to submit a nomination for the corresponding or appropriate National award. This guideline applies to all awards, including awards where AIAA is a partner, but does not apply to AIAA lectireships or to Associate Fellows, Fellows and Honorary Fellows Honors.
	+ Some AIAA awards recognize specific and recent accomplishments, while other recognize lifetime achievement.  As discussed in the previous point, nominators should be careful to distinguish new nominations from previous AIAA Award winners in either of these two categories so as to ensure there is no overlap.
	+ Nominees for AIAA lectureships may be accepted for previous AIAA Award winners.  The topic of the lecture may cover similar or adjacent work, but the topic or recognition should NOT be identical to that of the previous AIAA Award winners.
* Deadlines are firm.



**AIAA LECTURESHIP**

**NOMINATION FORM**

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

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

**The Nominator must read the AIAA Award Guidelines prior to submitting the nomination package.**

<https://www.aiaa.org/get-involved/honors-awards/awards/awards-policies-and-requirements>

|  |  |
| --- | --- |
| **NAME OF LECTURE** |  |

**Nominee Information**

|  |  |
| --- | --- |
| **Nominee Name** |  |
| **Job Title** |  |
| **Organization** |  |
| **City/State/Zip** |  | **Country** |  |
| **Telephone** |  | **Email** |  |
| **Proposed Lecture Information**

|  |  |
| --- | --- |
| **Proposed Lecture Title** |  |
| **Abstract of proposed lecture topic:** **(200 words or less)** |  |
| **Is this a Classified Lecture?** |  Yes No*Note:  If being proposed as a classified lecture, the topic should align with those topics at the AIAA Defense Forum.* |

**Basis for Lectureship**Please provide a detailed summary why this candidate would be an outstanding Distinguished Lecturer and why this lecture topic would be of interested to the AIAA and Aerospace Community.Please specify how this lecture topic and summary are aligned with the Lecture Scope.(1000-word limit)**Previous Distinguished Lecture or Speaking Experiences**List all previous distinguished lecture or speaking experiences, the audience and the impact of the lecture.Format:  Date/Location      Lecture Title        Audience          Impact of this Lecture**Awards**Please list all AIAA and non-AIAA  AwardsFormat:  Year Awarded      Name of the AIAA Awards     Citation**Resume**Please provide a resume of the nominee’s professional record, including education, leadership and management positions, and technical honors and awards.(1000-word limit)**Reference Information**  |

*Must include the names and contact information in the boxes below.*

*Endorsement Statements are optional though they may strengthen the nomimation.*

*Three references must be AIAA Members in good standing.*

*No more than 5 references allowed (2 can be non-AIAA members).*

*Nominators are not eligible to be a reference.*

*References may be contacted by the selection committee for additional information*

*about the candidate and/or lecture topic.*

|  |  |
| --- | --- |
| **Reference #1: Name** OrganizationEmail Address |  |
| **Reference #2: Name** OrganizationEmail Address |  |
| **Reference #3: Name** OrganizationEmail Address |  |
| **Reference #4: Name** ***(optional)***OrganizationEmail Address |  |
| **Reference #5: Name** ***(optional)***OrganizationEmail Address |  |