



2020 AAAS 3-FELLOW NOMINATION SPONSOR GUIDELINES

DEADLINE: APRIL 29, 2020, 11:59 P.M. EASTERN TIME

Requirements to be a Sponsor:

- Must be a previously elected fellow and current member in good standing. Sponsors may check the status of their membership by emailing membership@aaas.org or fellownomination@aaas.org.
- May only serve as a sponsor on up to **two** 2020 3-Fellow nominations, whether serving as primary, secondary or tertiary sponsor.

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 made an impact (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.
- The "3-Fellow Recommendation Letter Addendum" must be completed and signed by each sponsor and submitted WITH the letter of recommendation.

Submission Details:

- The letter and accompanying addendum may be submitted to the primary sponsor to include in the submission of the complete nomination packet.
- The letter and accompanying addendum must be submitted by email directly to AAAS by the deadline of **April 29, 2020 at 11:59 p.m. Eastern time** and should be sent to fellownomination@aaas.org. Any letter with addendum not received by the deadline will not be considered.

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.