



## PROFILE

Prefix	Last Name	First Name	Middle Name	Suffix
Residence Address		Company Name		
Address		Business Address		
City	State	Zip Code	Country	
Residence Phone		Business Address		
		City	State	Zip Code Country
Primary E-mail:		Business Phone Ext.		
Section/Branch		Birth Date		Member ID
ASCE Institute(s)				

## EDUCATION

### 1. MATRICULATION

INSTITUTION

DEGREE/MAJOR

YEAR

UNDERGRADUATE \_\_\_\_\_

(2nd) UNDERGRADUATE \_\_\_\_\_

GRADUATE \_\_\_\_\_

(2nd) GRADUATE \_\_\_\_\_

POST-GRADUATE \_\_\_\_\_

### 2. SCHOLARSHIPS/FELLOWSHIPS AWARDED \_\_\_\_\_

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Regis.       Refs.  
 Resume       Nom.

FOR OFFICE USE ONLY

(over)

**MARC** \_\_\_\_\_

**ACTION:** \_\_\_\_\_

FOR OFFICE USE ONLY



## DIGEST OF ACHIEVEMENTS

### **A. CIVIL ENGINEERING** (See Requirement E, Summary of Requirements and Guidelines)

#### **1. DESCRIPTION OF NOTABLE ACHIEVEMENTS**

Describe the candidate's notable achievements in civil engineering or a related field.  
(see Attachment 2)

#### **2. AWARDS AND HONORS**

List significant awards, honors, and recognitions according to the candidate that relate to civil engineering or a related field.  
(See Attachment 3)

#### **3. PUBLICATIONS AND PRESENTATIONS**

List books, articles, and presentations that relate to civil engineering or a related field authored by the candidate.  
(See Attachment 4)

### **B. PROFESSIONAL ACTIVITIES**

1. List **ASCE activities** including offices held, committee membership, etc. Indicate whether the activity was at the Section/Branch, National, or International level.

(See Attachment 5)

2. List **non-ASCE** activities including professional society, association, or institution memberships.

(See Attachment 5)

### **C. CIVIC AND OTHER ACHIEVEMENTS** (optional)

List candidate's civic involvement. Include charitable, community, political, and volunteer or other work. Include non-professional society activities.

(See Attachment 5)

## REFERENCES

Three testimonial references are required. Reference forms must be completed by two ASCE Fellows or higher grade of membership. The third reference must be from an ASCE Member or higher grade of membership. (See enclosed Reference Forms)

## APPLICATION CERTIFICATION

*I, the candidate named in this application, certify that to the best of my knowledge and belief the statements contained in this application are true in substance and effect and are made in good faith.*

\_\_\_\_\_  
Signature of Candidate

\_\_\_\_\_  
Date

(over)



## **CHECKLIST OF REQUIRED DOCUMENTS**

To help expedite the processing of your application, please be sure that all required/requested documents are included. You may use the checklist below to ensure that your ASCE Fellow application packet is complete.

- Completed ASCE Fellow application (please make sure application is signed)
- Resume detailing at least 10 years responsible charge of engineering experience gained while in Member grade
- Copy of one current Professional Engineer or Professional Land Surveyor license
- Completed Digest of Achievements (Attachments 2–5)
- Completed Nomination Form signed by authorized representative of an ASCE Organizational Entity (Attachment 1)
- Three completed testimonial reference forms returned directly to fellows@asce.org (at least two references must be ASCE Fellows or higher grade of membership; the third reference may be an ASCE Member or higher grade of membership)
- Completed short bio sheet and, optionally, a color photograph (facial photo). Photo may be sent electronically to fellows@asce.org; resolution must be at least 300 dpi.

**PLEASE RETURN APPLICATION AND ALL REQUIRED DOCUMENTS TO:**

**APPLICATIONS ADMINISTRATOR  
ASCE MEMBERSHIP DEPT.  
1801 ALEXANDER BELL DRIVE  
RESTON, VA 20191 USA**

## **REVIEW PROCEDURE FOR FELLOW APPLICATIONS**

All applications will be thoroughly considered by the Membership Application Review Committee (MARC), which is responsible for review of all ASCE Fellow applications, as well as all applications requiring evaluation of responsible charge of engineering experience and other issues. The MARC is composed of 10 ASCE Fellows and Honorary/Distinguished Members, and meets once monthly as needed to review ASCE Fellow applications and non-standard member upgrades.

All applications for advancement to the Fellow grade are handled by the Application Administrator. The application will be initially reviewed to ensure that all documents have been received, at which time the application and accompanying documents will be scheduled for review at the next monthly meeting of the MARC. Advancement to the Fellow grade requires unanimous assent of all the MARC. The MARC is authorized to grant waivers of any requirement, upon unanimous assent of all the MARC members. All applicants who are approved for advancement to Fellow grade will be notified by the ASCE Staff Liason.

Any applicants who are not approved for advancement to ASCE Fellow subsequent to MARC review will receive an explanation from the Committee, and the applicant may choose to submit additional documentation for consideration. Any ASCE Fellow applicant who is not unanimously approved may follow the approved appeals procedures as described in the ASCE Rules of Policy and Procedure.

ASCE NOMINATION FORM

*(See Requirement D, Summary of Requirements and Guidelines)*

NOMINATION OF: \_\_\_\_\_ TO FELLOW GRADE

\_\_\_\_\_  
NOMINATING ORGANIZATIONAL ENTITY

\_\_\_\_\_  
PRINTED NAME OF NOMINATOR

\_\_\_\_\_  
SIGNATURE

\_\_\_\_\_  
TITLE IN ORGANIZATIONAL ENTITY

\_\_\_\_\_  
DATE

\_\_\_\_\_  
TERM OF OFFICE

CITATION

*Succinctly specify the contribution to the profession for  
which the candidate is being cited:*

Type in text box below:

[Large light blue text box for citation entry]



**A. CIVIL ENGINEERING** *(See Requirement E, Summary of Requirements and Guidelines)*

**1. DESCRIPTION OF NOTABLE ACHIEVEMENTS**

Describe the candidate's notable achievements in civil engineering or a related field.

- a) Identify, specifically and succinctly, the most significant achievement(s) that qualifies the candidate for the Fellow grade.
- b) Notable achievements should exhibit at least one of the following characteristics: innovation, originality, creativity, benefit to society, advancement of the profession.
- c) Notable achievements should illustrate the candidate's contributions in engineering or surveying, and/or important related business, construction, educational, editorial, research, or engineering society activity.

Type in text box below:

[Large empty text box for candidate response]



**2. HONORS AND AWARDS**

List significant awards, honors, and recognitions accorded to the candidate that relate to civil engineering or a related field. List awards from ASCE, other professional associations, government, civic associations, etc. Indicate whether they were national, international, regional, or local; governmental or educational, etc. Include the years of all awards received.

Type in text box below:

[Empty text box for inputting honors and awards]



**3. PUBLICATIONS AND PRESENTATIONS**

List the most significant books, articles, and presentations that relate to civil engineering or a related field authored by the candidate.

Author/Co-Author \_\_\_\_\_  
Title \_\_\_\_\_  
Publication/Presentation Name \_\_\_\_\_  
Date \_\_\_\_\_

Author/Co-Author \_\_\_\_\_  
Title \_\_\_\_\_  
Publication/Presentation Name \_\_\_\_\_  
Date \_\_\_\_\_

Author/Co-Author \_\_\_\_\_  
Title \_\_\_\_\_  
Publication/Presentation Name \_\_\_\_\_  
Date \_\_\_\_\_

Author/Co-Author \_\_\_\_\_  
Title \_\_\_\_\_  
Publication/Presentation Name \_\_\_\_\_  
Date \_\_\_\_\_

Author/Co-Author \_\_\_\_\_  
Title \_\_\_\_\_  
Publication/Presentation Name \_\_\_\_\_  
Date \_\_\_\_\_

Author/Co-Author \_\_\_\_\_  
Title \_\_\_\_\_  
Publication/Presentation Name \_\_\_\_\_  
Date \_\_\_\_\_

Author/Co-Author \_\_\_\_\_  
Title \_\_\_\_\_  
Publication/Presentation Name \_\_\_\_\_  
Date \_\_\_\_\_





**B. PROFESSIONAL ACTIVITIES**

1. List **ASCE** activities including offices held, committee membership, etc. Indicate whether the activity was at the Section/Branch, Society, Institute, or International level. Briefly and succinctly describe the candidate's most significant involvement.

Type in text box below:

2. List **non-ASCE** activities including professional society, association, or philanthropic memberships. Briefly and succinctly describe the candidate's significant involvements and positions held. Include name of organization, grade of membership, and date originally joined.

Type in text box below:



## ATTACHMENT 6

### **C. CIVIC AND OTHER ACHIEVEMENTS (optional)**

List candidate's civic involvement. Include charitable, community, political and volunteer, or other work. Include non-professional society activities. List positions held. List awards, honors and other recognitions if appropriate. Provide a short description of the activities.

Type in text box below:

### **D. Mentoring (optional)**

Please discuss the mentoring the candidate is giving or has given in their career.

Type in text box below:



## BIO SHEET FOR PROSPECTIVE FELLOW APPLICANTS

NAME \_\_\_\_\_

*To continue to increase the professional recognition of ASCE Fellows, please help us with the following, which will be included in ASCE News upon election to Fellow. Please return this sheet, along with a photo (if desired), with your completed Fellow packet.*

1. Please indicate, in no more than 500 words, what you consider to be your most significant achievement(s). You may attach an additional sheet if necessary.

Type in text box below:

2. Please include a color photo of yourself (facial shot) for publication in *ASCE News*. If preferable, you may send the photo electronically to the Applications Administrator at [fellows@asce.org](mailto:fellows@asce.org).

**All electronically submitted photos must be  
at least 300 dpi in resolution.**

