**CIPS FELLOW NOMINATION FORM**

The Fellows Electoral Committee is seeking nominations for the CIPS Fellows. Nominees should be individuals who have made an outstanding contribution to the advancement of the computing profession or the industry. CIPS Fellows are expected to promote CIPS and its objectives. CIPS Fellows may perform an advisory function for CIPS.

All nominees will be contacted by the Fellows Electoral Committee to ensure that they are willing to accept the title and obligations associated with the title. The CIPS National Board (by a three-quarter majority vote) will approve the awarding of CIPS Fellowship upon the recommendations of the CIPS Electoral Committee.

**Nominator:**

Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ CIPS Membership Number: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

City: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Province: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Postal Code: \_\_\_\_\_\_\_\_\_\_\_\_\_

Telephone: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Email: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

## **Self -nominations are not accepted**.

## **Nominee:**

Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ CIPS Membership Number: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

City: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Province: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Postal Code: \_\_\_\_\_\_\_\_\_\_\_\_\_

Telephone: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Email: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Required Supporting Documentation**

1. In support of the Nomination please provide no more than a 1000 word description outlining why this individual should be considered as a CIPS Fellow. Include information on any volunteer services provided to the IT community (this can be external to CIPS).

2. The information should include the area of significant development or contribution, a description of the development or contribution, what was achieved along with dates of the achievements. See below for more detail.

3. Please provide at least one additional letter of reference along with your nomination. The nominee will be considered by the Fellowship Electoral Committee for the development or contributions they have made to the advancement of the ICT profession, computer technology, the ICT sector or the adoption of ICT. Contributions can be made at a local, provincial, national or international level. Contributions can be made within or for the profession, business or government or industry. They can be made through research, systems development, education, authorship, public policy or advocacy.

Letters of reference may be completed by a member of the CIPS National Board, CIPS provincial boards, CIPS Council (as defined by the By-Laws) Members or CIPS Fellows. Letters of reference cannot be done by members of the CIPS Fellowship Committee.

**Certification:**

I declare that all information provided in support of this nomination is accurate to the best of my knowledge:

Nominator Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Please send completed Nomination Form(s) **by March 1st** to CIPS National Office, Fellow Nomination **by mail:** 16-1375 Southdown Rd, Suite 802, Mississauga, ON, L5J 2Z1, **by email:** [info@cips.ca](mailto:info@cips.ca)

**CIPS Fellowship Criteria**

The evaluation will be undertaken by the CIPS Fellowship Electoral Committee from the information supplied with the nomination. The Electoral Committee may contact the CIPS National Board, relevant Council, the Board of the provincial CIPS Society or the Fellow providing the reference to seek further information should it be required to assess the nomination. The assessment criteria are aggregated under category headings of:

* Based on Position
* Based on Qualifications
* Based on Research, Development and Application of ICT
* Based on Achievement

To demonstrate a ‘distinguished contribution’, the applicant should have contributed in all categories preferably, but certainly in at least two categories. In determining the distinguished contribution, the merits of a nomination are more easily judged when a ‘balanced’ contribution across all four categories is present rather than from just one or two.

**Based on Position**

* Each completed year as a senior manager in information and communications technology (with a maximum of ten years). Periods of less than two continuous years do not count. Assessment is based on each year where the position is assessed at SFIA Level 7 or at SFIA Level 6. <https://www.sfia-online.org/en>
* Each completed year as a senior academic in information technology. Periods of less than two continuous years do not count. A senior academic is defined at associate professor or professor level. This may include an appointment as an adjunct or visiting academic.
* Each year in a leadership position in the profession. This may include the CIPS Executive Council, other National Councils or Ad-hoc committees and Standing Committees and CIPS provincial society Director or Executive. It also includes leadership positions in other professional organizations.

**Based on Qualifications**

* Completed years of continuous membership as a Computer Professional (ISP or ITCP)
* Where certification has not been obtained, years of continuous membership with:
  + A Diploma or Certificate in ICT (Post-graduate).
  + A Masters Degree in ICT (Post-graduate).
  + A PhD or Doctorate in ICT.
  + Each specified vendor qualification (continuous certification) or other certification of specialist knowledge.

**Based on Research and Development and Application of ICT**

* Verified and refereed research paper(s).
* Published book on information technology.

**OR**

* Acquisition of a significant competitive grant (in which the nominee has had a major influence).
* Each new professional development seminar of one completed day or more either developed, organised or presented by the nominee.
* Each verified paper on information technology presented at a professional seminar or conference.

**OR**

* A contribution to a book on information technology or information technology management.
* Any major contribution to new ICT technology or the new application of ICT technology.

**Based on Achievement**

* Being directly responsible for a major and successful information technology project which impacts the general community or areas outside the nominee’s immediate working environment
* Outstanding contributions by Members to the promotion of ICT in the community