



- To activate the **HYPERLINKS** in this document, unprotect the document by clicking **Tools/Unprotect Document** and make sure you have an Internet connection to access the URLs provided.
- To activate the **FORM**, “protect” the document by clicking on **Tools/Protect Document/Forms**.
- Use the **Tab** key to move to the next field or click the mouse pointer in the gray areas.
- After completing the form, save the file accordingly and send as an attachment to [senior-member@ieee.org](mailto:senior-member@ieee.org) and/or to your references.

## APPLICATION / NOMINATION FORM FOR SENIOR MEMBER GRADE

- If you are a **NEW APPLICANT** applying directly for Senior Member grade, this elevation form should be submitted along with an IEEE Member application and your dues payment.
- For suggested steps to help you through the Senior Member application process, see [Guide to Applying for Senior Member Grade](#).
- Questions about your application can be directed to [senior-member@ieee.org](mailto:senior-member@ieee.org).
- **Three reference forms from IEEE Senior Members or Fellows have to be submitted to support the application** unless the applicant has been nominated by a Senior Member or Fellow in which case only two other references are required (See [Nomination](#) below).
- For more information on how to qualify for IEEE Senior Membership, see [Requirements for Senior Member Grade](#) on page 5 or online at [Senior Member Program](#).
- Please note that application and reference forms have to be received at the IEEE Operations Center **10 days before** an [A&A Panel Meeting](#) for processing. Any forms received after this deadline cannot be guaranteed to be included in the batch sent to the next scheduled panel meeting. These Senior Member evaluation meetings are held 8 times a year in varied locations in Regions 1-6 and at least once in a non-U.S. site.
- You will receive no automatic confirmation message for forms sent electronically as an attachment. To verify that your application has been received and for any questions relating to your Senior Member application, please email [senior-member@ieee.org](mailto:senior-member@ieee.org) or you may check the [status of your application](#) and any reference forms received at [www.ieee.org/ra/md/smappstatus.html](http://www.ieee.org/ra/md/smappstatus.html)

Applicant's First Name:  Middle Name or Initial:

Applicant's Last Name:  Member #:

Mailing Address:

City:  State/Province:

Postal Code:  Country:

Phone:  Fax:  Email:

**TO BE FILLED IN IF THE APPLICANT IS BEING NOMINATED**

- To qualify for the **Nominate A Senior Member Initiative**, the following fields have to be filled in completely including the entity to be credited for the nomination.
- If the NOMINATOR is a Senior Member or Fellow, this serves as one reference and the nominator does not need to complete a reference form. It is, however, to the benefit of the applicant if a reference form is received from the nominator as well.
- A nominating entity **MUST BE** a SECTION or SOCIETY AND NOT a Chapter or Council. If a Chapter is entered as the nominating entity, the Section to which the Chapter belongs will be given the credit.
- A nomination can also be submitted without identifying a nominating entity.

Nominator's Name:  Nominator's Member #:

Membership Grade:  Email address:

Nominating Section or Society:

**EDUCATIONAL INFORMATION**

**FIRST PROFESSIONAL DEGREE**

School:  City & Country:

Start Date:  Major Course:

Degree Received:  Date Graduated:

**MASTERS**

School:  City & Country:

Start Date:  Major Course:

Degree Received:  Date Graduated:

**DOCTORATE/Ph.D.**

School:  City & Country:

Start Date:  Major Course:

Degree Received:  Date Graduated:

**PRESENT OCCUPATION**

Title or Position:

Company Name:

Address:

City:  State/Province:

Postal Code:  Country:

Phone:  Fax:

**PROFESSIONAL EXPERIENCE**

- Please list **ten years or more of professional experience**, which can include up to a maximum of five years for educational experience.
- **We encourage you to include your resume with your application.** You may send your resume as an email attachment to **senior-member@ieee.org** or you may fax your resume to **+1 732 562 6528 to the attention of Denise Howard.**
- Without a resume, there may not be sufficient information for the reviewing panel to make a favorable decision which could result in your application being denied or deferred. If sending resume as an email attachment, please indicate that it is for a Senior Member Elevation and that you have submitted your application form separately.

**SIGNIFICANT PERFORMANCE**

Describe briefly achievements that demonstrate **significant performance** over a period of at least five years.

Please provide a list of achievements including dates (required)

Normally, significant performance focuses on professional experience during the period following educational experience.

**REFERENCES**

- Give names and member numbers, if known, of **three Senior Members or Fellows** who will serve as your references.
- **You** are responsible for requesting these references. Each referee must send a brief note of recommendation directly to IEEE, preferably using the online [Senior Member Reference form](#).
- If you have difficulty in locating Senior Members or Fellows to serve as the required references, contact your Section/Chapter Chair for assistance in finding qualified references. For assistance in contacting your Section/Chapter Chair, email Denise Howard at [senior-member@ieee.org](mailto:senior-member@ieee.org).
- While only three references are required, applicants wishing to submit four references may do so.
- **If the applicant is being nominated by a Senior Member or Fellow, only two other references need be provided.**

Reference #1	<input type="text"/>	Reference Member #	<input type="text"/>
Reference #2	<input type="text"/>	Reference Member #	<input type="text"/>
Reference #3	<input type="text"/>	Reference Member #	<input type="text"/>
Reference #4	<input type="text"/>	Reference Member #	<input type="text"/>

***Remember to save and name this file accordingly before sending as an attachment.  
Also, please attach a resume if you have one.***

**SENIOR MEMBER FORMS ARE ALSO AVAILABLE ONLINE AT**  
<http://www.ieee.org/organizations/rab/md/smforms.htm>

## Requirements for Senior Member Grade

IEEE Bylaw I-105.3 sets forth the criteria for elevation to Senior Member Grade, as follows:

... a candidate shall be an engineer, scientist, educator, technical executive or originator in IEEE-designated fields. ... The candidate shall have been in professional practice for at least ten years and shall have shown significant performance over a period of at least five of those years.

In order to qualify for Senior Member status, an individual must also provide three references from IEEE members holding Senior Member, Fellow or Honorary Member grade. Your professional colleagues are your best source of these references. If you have difficulty in locating Senior Members or Fellows to serve as references, please contact your local Section or Chapter for assistance.

To clarify these criteria, the following explanations may be helpful:

**IEEE-designated fields:** These fields of endeavor are defined by the areas of technical interest included in the 36 technical Societies/Councils that are part of IEEE. A list of IEEE technical Societies/Councils may be found at [www.ieee.org/society](http://www.ieee.org/society).

**Ten years of professional experience:** The A&A Committee evaluating your application will count the years you have been in professional practice. Your educational experience is credited toward that time as follows: 3 years for a baccalaureate degree in an IEEE-designated field; 4 years if you hold a baccalaureate and masters degree; and five years if you hold a doctorate.

**Five years of significant performance:** Many prospective applicants make the mistake of assuming that "significant performance" requires special awards, patents or other extremely sophisticated technical accomplishments; such is not the case. Substantial job responsibilities such as team leader, task supervisor, engineer in charge of a program or project, engineer or scientist performing research with some measure of success (papers), or faculty developing and teaching courses with research and publications, all are indications of significant performance.

The following are examples of significant performance that would serve to qualify an individual for elevation to Senior Member; in each case, we are assuming that three qualified references were provided:

**Case 1.** An applicant/nominee has a bachelor's degree and seven additional years of professional experience beyond graduation in an area encompassed by one of IEEE's technical Societies, which meets the requirement of ten years of professional experience. Significant performance can be demonstrated by describing substantial job responsibilities (e.g., team leader,...) for a period of at least five years. **Result: All criteria are satisfied and the application is approved.**

**Case 2.** Same as Case 1, except that the applicant/nominee worked in industry for one year following graduation with the bachelor's degree and then was a full-time graduate student for two years, obtaining a masters degree. The applicant demonstrates significant performance during another five years in industry. **Result: Approved.**

**Case 3.** An applicant/nominee has bachelor, masters, and doctoral degrees in an IEEE-designated field. Five years of significant performance in academia, industry, or government beyond the doctoral degree are demonstrated (e.g., a faculty member with five years beyond the doctorate and promotion to associate professor). **Result: Approved.**

**Case 4.** An applicant/nominee has no degree and has worked for many years in the electric industry as a technician. Ten years ago, he accepted an engineering level position and continued with it since that time. Included was a period of at least five years with demonstrated significant performance. **Result: Approved.**

**Case 5.** An applicant/nominee retired some years ago and has not been active recently in the profession. Prior to retirement, the applicant/nominee had at least ten years of professional experience, including five years of significant performance. **Result: Approved.**

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