

AIA Honors & Awards

Submitting for Fellowship

2023

**Submitting for
Fellowship
2023**

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Overview

Submitting for Fellowship 2023

OVERVIEW

AIA College of Fellows

The College of Fellows, founded in 1952 (Modern College), is composed of members of the Institute who are elected to Fellowship by a jury of their peers. Fellowship is one of the highest honors the AIA can bestow upon a member.

Elevation to Fellowship not only recognizes the achievements of the architect as an individual but also elevates before the public and the profession those architects who have made significant contributions to architecture and to society.

Approximately three percent of AIA members have achieved Fellowship distinction.



OVERVIEW

AIA College of Fellows Purpose

College of Fellows is to:

- Stimulate a sharing of interests among Fellows
- Promote the purposes of the Institute
- Advance the profession of Architecture
- Mentor young architects
- Be of ever-increasing service to society



OVERVIEW

2022 Fellowship Elevation

219 candidates, 88 elevated (40%)

- Percent of elevated candidates by year of nomination
 - 1st year: 65.70%
 - 2nd year: 26.94%
 - 3rd year: 7.31%
- Percent of elevated candidates by object
 - Object 1: 21.92%
 - Object 2: 47.49%
 - Object 3: 6.85%
 - Object 4: 6.39%
 - Object 5: 10.50%
 - Object 6: 6.85%



Important Dates

**Submitting for
Fellowship
2023**

IMPORTANT DATES

Submission Period Opens

Tuesday, June 28, 2022

Submission Period Closes

Thursday, October 6, 2022 by 5pm ET

Submission dates are strictly observed.

No exceptions allowed.



Submission

SUBMISSION

Process

Submission must be:

- clear and concise
- results oriented
- well-documented influence on profession



SUBMISSION

Fellowship submission tips

- WHO you are
- WHAT you accomplished
- WHEN it occurred
- WHY it's significant
- HOW it benefited or was shared with profession
- PROVE IT—documentation and support



SUBMISSION

Eligibility

- AIA architect members who have been in good standing for at least 10 years may be nominated.
- Nominees must have completed 10 cumulative years as an AIA architect member prior to the submission deadline.

If uncertainties exist about the period of membership, please contact Membership History to verify the candidate's eligibility prior to preparing the submission at aiamembershiphistory@aia.org



SUBMISSION

Nomination

Fellowship nominations may be made in one of two ways:

1. by petition of individual members or Fellows; it must bear the signatures of any 10 architect members or any five Fellows in good standing
2. by an AIA chapter or state organization bearing the signature of the president or secretary of the component



SUBMISSION

Composition

- **Section 1**
- **Sponsor letter**
 - Summary of achievements
- **Section 2**
 - 2.1 Significant work
 - 2.2 Honors, Awards, Recognition
 - 2.3 Publications
- **Section 3**
 - Exhibits list
 - Exhibits (Properly attested)
- **References**
 - Confidential Reference Letters



SUBMISSION

Target objectives

Submission documents

- Strong, specific sponsor letter
- Strong, specific reference letters
- Well organized submission
- Not to exceed 40, 8.5” x 11”, pages
- Landscape format preferred
- 10 pt. font is the minimum
- Clear, concise summary statement that is not overreaching
- High quality images/exhibits
- Consistency, Leadership, Results



SUBMISSION

Sponsor

- Must be an FAIA or AIA member in good standing
- Should be someone that knows you well, and can speak knowledgeably and critically about your career
- Ideally not someone from your own firm
- May sponsor more than one candidate but should speak specifically to each candidate's individual achievements
- Involved in submission process
 - Sponsor letter
 - Assist in crafting submission
 - Liaise with reference writers



SUBMISSION

Sponsor letter

- Addressed to jury chair
- A one-page letter of support about candidate
- Must be uploaded with the submission portfolio
- Set up the submission to follow
- Specifics



SUBMISSION

Section 1

Summary

- Focus on about 3 main points
- Expand on these points in Section 2
- Be clear, concise, and insightful
- Restate claims from sponsor letter
- Speak to “ripple effect” of work



SUBMISSION

Ripple Effect

- Impact beyond your day to day
- Speaking, publications, mentoring
- Service to the profession
- Geographic impact
- Legacy through others



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Section 2

2.1 Accomplishments

- Projects
- Jury service
- Presentations/lectures
- AIA involvement
- Civic/volunteer involvement

2.2 Honors, awards, recognition

2.3 Publications

- By you, about you, about your work



SUBMISSION

Section 2

Tips

- Demonstrate broad influence and impact
- Group similar accomplishments together
- Work supporting YOUR case first
- Explain any time gaps
- Divide up different types of awards
- Make distinction about articles
 - about you
 - authored by you



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Section 3

Exhibits

- Show tangible results and explain:
 - The challenge
 - Your role
 - The outcome
- If submitting in design:
 - Consider showing more than minimum of 5 projects
 - BUT use only your strongest projects
- If not in design, don't necessarily put projects first
- Good, clear images and diagrams are essential



SUBMISSION

References

- Must remain confidential
- Five letters must be from AIA members
(writers must sign their letters with their AIA designation to avoid disqualification)
- Each reference should focus on one–two points from Summary Statement
- Speak directly about your work
- Seek those with a direct connection
- Recognized leaders in your field
- Broad geographic range
- Avoid “big names” offering no specificity or little substance



SUBMISSION

Submitting Reference Letters

- Applicant sends a link for writers to upload their letter
- Provide ample time for reference writers to submit
- The application system will notify you when they have been received
- Don't submit your application before they have been received
- Letters are only accepted through this system – **no hard copies, no emails accepted**
- 2nd and 3rd year applicants' previous letters are rolled over



SUBMISSION

In short...

- Clear, concise presentation
- White space is a good thing
- Eligible
- Strong sponsor
- Strong/specific references
- Support for summary statement
- Focus on results/achievements
- Demonstrate influence on profession



Objects

OBJECTS

I: Design, urban design, or preservation

To promote the aesthetic, scientific, and practical efficiency of the profession.

- MUST have five projects that the candidate is 'Largely Responsible for Design' with appropriate signatories
- Jury doesn't judge the design itself
- Jury looks for peer recognition and impact through national and local awards, articles, etc.



OBJECTS

2: Practice management, or practice technical advancement

To advance the science and art of planning and building by advancing the standards of practice.

Practice management or technical advancement

- How have you elevated your firm?
- How are you sharing with the profession?

Specialty practice

- Show that through design/innovation the field is better
- Awards not necessary but the jury will expect to see sharing in the form of speaking engagements, publications, and mentoring



OBJECTS

3: Led the Institute, or a related organization

To coordinate the building industry, and the profession of architecture.

Led the Institute

- Jury looking for extensive and diverse relevance
- National impact
- Provide quantifiable results

Led a related organization

- Not enough just to lead it – what was your role? What was the outcome? What is the legacy?
- What did you do to connect it to the AIA and/or the practice of architecture?



OBJECTS

4: Public service, government, industry, or organization

To ensure the advancement of the living standards of people through their improved environment.

- Need to document the benefit to the AIA
- How is your work affecting policies?
- How are you making things easier for architects in the profession?



OBJECTS

5: Alternative career, volunteer work with organizations not directly connected with the built environment, or service to society.

To make the profession of ever-increasing service to society.

- Show how contributions are significant because you are an architect
- Volunteer work not used as marketing tool
- Must be clear you are NOT gaining commissions through volunteer service



OBJECTS

6: Education, research, or literature.

To advance the science and art of planning and building by advancing the standards of architectural education and training.

- Show impact through teaching tools; student work
- Show how research has changed the profession, metrics



The Jury

THE JURY

2023 Jury of Fellows

- Chair – To be determined
- Lisa Lamkin, FAIA (Texas)
- Rebecca Lewis, FAIA (Minnesota)
- Rainy Hamilton, Jr., FAIA (Michigan)
- RK Stewart, FAIA (Utah)
- Allison Williams, FAIA (California)
- To be determined
- To be determined

The Jury consists of Fellows, nominated annually by the Secretary for approval by the Board. An effort is made to achieve an equitable and diverse distribution of members including geographic regions and different Fellowship accomplishment.



THE JURY

Process

- Individual jurors are assigned to review in detail a fraction of the total candidates in advance of the jury meeting
- A juror cannot review candidates from their own firm or state
- A juror must recuse themselves from candidates they know personally



THE JURY

Process

Deliberation

- During the Jury meeting on average each juror presents assigned candidates to the voting jurors in 5 minutes
- Presenter draws attention to what does or does not support claims
- Presenter answers questions from jurors and makes recommendation
- Jury discussion–10-12 minutes
- There are no quotas. All candidates are reviewed individually based on their specific merits.



THE JURY

Target objectives

Initial questions

- Has nominee been nationally recognized?
- Has the nominee had a “ripple effect”?
- What is the ripple effect?
- Has the nominee been active in the AIA?



THE JURY

Target objectives

A distinguished body of work

- Published work
- Award recognition

Notable contributions

- Impact on other practices
- Lecturing
- National leadership



THE JURY

Target objectives

Widespread recognition of results

- Publications
- Awards
- Requests to speak and to serve on juries

Sharing of knowledge or expertise

- Speaking and leading seminars
- Publications in architecture journals and associated professional journals
- National news media coverage
- Published peer recognition



THE JURY

Target objectives

Leadership in AIA

- Need impact and results
- National office
- Local and regional offices
- Committee chair
- Jury service
- Authored articles
- Presented at conventions



Resources

Submitting for Fellowship 2023

RESOURCES

Visit aia.org/fellows for

- Fellowship FAQ
- Online submission FAQ
- Sample submission
- Best examples

Contacts

- General inquiries HonorsAwards@aia.org
- Membership Eligibility aiamembershiphistory@aia.org



Q&A