

IEICE FELLOW RECOMMENDATION FORM

Please fill in the items below and send this form by post.

1. Fellow candidate

Name: _____

Note: Please write the name as in the following example: Taro DENSHI

Affiliation and title: _____

Address Home Place of work

_____ Department: _____

Date of birth: _____

IEICE membership number: _____

Phone: _____

Fax: _____

Email: _____

Year of earning senior member grade: _____

2. Society concerned

Check one society to which the recommendation will be submitted

- Engineering Sciences Society/NOLTA Society
- Communications Society
- Electronics Society
- Information and Systems Society

3. Educational background

4. Professional Background

(e.g., From <year> to <year>, worked as <title> at <organization name>)

- Start with the current position followed by a list of positions held in reverse chronological order.
- Briefly describe the title, responsibilities and authorities for each position.
- In a case where the candidate has worked in one organization for a long time, it is not necessary to specify separately all the positions held. Include only those positions that are most relevant to the recommendation.

5. Recommendation category

• From among the four categories below, select the one in which you think the candidate has made the most outstanding contribution.

- A: Engineering or scientific pioneer; B: Educator; C: Leader in technical development;
- D: Promoter of Institute activities

6. Citation

- Avoid making the scope of the contribution too broad. Keep it to a reasonable level. Be specific.
- The description should be complete, accurate, neutral and succinct (no more than 15 words).
- Avoid vacant rhetoric, abbreviations and jargon that cannot be understood by all members.
- Write the citation in such a way that it can fit nicely into the following sentence, which will appear in the fellow certificate:
You have made an outstanding contribution in <citation>.

In recognition of this, we confer Fellow grade in accordance with Article 2 of the Regulations of the IEICE.

Bad examples: “Contributions (Accomplishments) to xx”, “Contributions (Accomplishments) in xx”, “Contributions

(Accomplishments) regarding xx”

- Although the Committee will in principle adopt the citation as it is, it may request you to revise it.

7. Contributions of the fellow candidate

Select the contributions relevant to the recommendation category, and briefly describe the contributions (no more than 500 words). Separately, provide a summary of the contributions and accomplishments (no more than 50 words) at the end of this section.

- [Category A] Contribution to the Institute through pioneering scientific or technical accomplishments
- [Categories B and C] Contribution to cultivating human resources who will play an active role in the Institute through education and technical guidance.
- [Category D] Contribution to electronics, information and communication through vigorous participation in the business activities of the Institute or related Institutes.

(Notes)

- The above accomplishments or contributions must be those of the fellow candidate himself/herself.
- The value of the accomplishments must be described independently from international, domestic, and professional viewpoints.

8. Provision of evidence that substantiates the accomplishments or contributions

Describe the specific accomplishments for one of the contributions of the selected category and provide evidence.

[Category A] Contribution to the Institute through pioneering scientific or technical accomplishments

Provide examples of the accomplishments achieved as (A) an engineering or scientific pioneer:

- Identify no more than three of the most important accomplishments of the candidate and describe the scientific or technical pioneering characteristics and the importance of each of them (no more than 1000 words).
- Identify up to five documents per achievement, classified as shown in the supplement below, with a total of up to 15 documents.

[Categories B and C] Contribution to cultivating human resources who will play an active role in the Institute through education and technical guidance.

Provide examples of the accomplishments achieved as (B) an educator or (C) a leader in technical development:

- Identify no more than three of the most important accomplishments and describe the activities and their importance along with specific information that substantiates them (no more than 1000 words).

[Category D] Contribution to electronics, information and communication through vigorous participation in the business activities of the Institute or related Institutes.

Provide examples of the accomplishments achieved as (D) a promoter of the Institute activities:

- Identify no more than three of the most important accomplishments and describe the activities and their importance along with specific information that substantiate them (no more than 1000 words).

[Special notes] Accomplishments outside the selected category

Outstanding accomplishments outside the selected category can be described (no more than 100 words). Since this is optional, it is not mandatory to provide this information.

(Supplement)

- ◆ Awards
- ◆ Patents

Provide the following information (do not attach copies of the documents concerning the awarding of the patents)

- Patent number
- Subject of patent
- Patent registration date
- Country in which the patent has been awarded
- Names of co-inventors
- Scope of claims

- ◆ Presentation of technical results
 - Do not include presentations for which no printed version is available
 - Do not attach the actual materials that prove the accomplishment
- ◆ Technical literature and reports
 - With regard to unpublished internal reports within the organization, identify the title, etc., of the report in order to allow verification
 - With regards to co-authored literature and reports, identify the co-authors and the role of each of them
 - With regards to co-authored literature and reports, identify the degree of contribution of the candidate (main author, etc.)
 - Do not attach actual materials that prove the accomplishment
- ◆ Other documents

Provide specific information about how the contribution or accomplishments of the fellow candidate are used in products, systems, the development of facilities, or the implementation of products. If the contribution or accomplishments are used for the provision of services, provide specific information that proves the results of the activities of the candidate.

9. Activities that contribute to engineering institutes

If the candidate has been involved in activities that have contributed to engineering institutes, describe them. If the candidate has received many awards or provided many services, describe only the main ones.

(Activities that contribute to the IEICE)

- Awards received from the IEICE
- Positions that the candidate holds or has held in the IEICE (including positions in regional sections and international sections)
- IEICE committees, etc. that the candidate belongs or has belonged to.
- Positions the candidate holds or has held in international conferences sponsored or co-sponsored by the IEICE
- Provision of software or services that make or have made a wide and outstanding contribution to the IEICE activities

(Activities that contribute to other related institutes)

- Awards received from institutes other than the IEICE
- Positions that the candidate holds or has held in institutes other than the IEICE
- Committees, etc. that the candidate belongs to or has belonged to in institutes other than the IEICE

10. References (fellow, honorary members)

Note: Even if they are fellows, honorary members, persons who currently hold the following positions cannot be references:

- Director
- Chair or member of the Fellow Nomination Committee
- Member of the decision making body of the same Society as the candidate
- Chair or member of the Fellow Recommendation Committee of the same Society as the candidate

1) Name: _____
 IEICE membership number: _____ (honorary member/fellow)
 Year of earning fellow grade: _____
 Current and past IEICE positions held: _____
 Address Home Place of work
 _____ Department: _____
 Date of birth: _____
 Phone: _____
 Fax: _____
 Email: _____

2) Name: _____
 IEICE membership number: _____ (honorary member/fellow)

Year of earning fellow grade: _____
Current and past IEICE positions held: _____
Address Home Place of work
_____ Department: _____
Date of birth: _____
Phone: _____
Fax: _____
Email: _____

3) Name: _____
IEICE membership number: _____ (honorary member/fellow)
Year of earning fellow grade: _____
Current and past IEICE positions held: _____
Address Home Place of work
_____ Department: _____
Date of birth: _____
Phone: _____
Fax: _____
Email: _____

11. Nominator (member, honorary member, or overseas section representative for a total of ten years or more)

Note: The total years of the above membership shall be calculated as of June 30. Twelve months shall be considered one year, and any fraction thereof shall be rounded down.

Note: Even if they are members, honorary members, or overseas section representatives, persons who hold the following position cannot be nominators.

- Member of the decision-making organization of the same society as the candidate
- Chair or member of the Fellow Recommendation Committee in the same society as the candidate

Name: _____
Signature: _____ Date: _____
IEICE membership number: _____ membership category (honorary member/member)
Current and past IEICE positions held: _____
Address Home Place of work
_____ Department: _____
Date of birth: _____
Phone: _____
Fax: _____
Email: _____