



Canadian Science and Engineering

Hall of Fame

# Nomination Guidelines

When preparing to nominate an individual for induction into the Canadian Science and Engineering Hall of Fame please follow the instructions below as completely as possible.

1. All applicable parts of the Nomination Form must be printed and the form signed by the Nominator.
2. It is the responsibility of the Nominator to verify accuracy of the data provided.
3. A detailed account of the Nominee's career and contributions to Canadian science and/or engineering must be provided. Of prime importance the nomination should describe in detail those contributions that support the three criteria listed. Please indicate how the nominee
  - has contributed in an exceptional way to the advancement of science and engineering in Canada;
  - has brought great benefits to society and their communities as a whole; and
  - possesses leadership qualities that can serve as an inspiration to young Canadians to pursue careers in science, engineering or technology.This narrative should be no more than 5 pages in length.
4. Use a clear and easy to read font (at least 12 points) on 8 ½ X 11" white paper. Please do not submit applications in binders or otherwise bound. You may print on both sides where possible. No original documents or photos please. Documents cannot be returned.
5. Three (3) letter of support supplementing the nomination are requested, and must reference factual information and not just favourable opinions.
6. The narrative must be factual and record the Nominee's background and career in chronological order. It should provide places of employment and positions held with applicable dates.
7. Honours, awards, degrees and other achievements should be included with dates.
8. Receipt of the nomination will be acknowledged. No further communication will be forthcoming unless the nominee is to be inducted.
9. Nominations must be postmarked by the date of closing of nominations to be considered.
10. All nominations remain active for three consecutive inductions. Following that period, nominations must be re-submitted for consideration.