

# NAI FELLOW NOMINATION FAQs

## How flexible is the deadline?

All components of the nomination (nomination form, letter of nomination (signed and on letterhead), and full CV) must be submitted no later than 11:59 P.M. (EST) on the stated deadline.

## As a nominator, what are my responsibilities, and are there samples of how to start a nomination?

As a nominator it is essential that you ensure all required materials are submitted by the deadline. Nominations missing any documentation or submitted after the deadline will not be considered. Please carefully review the [Nomination Process](#) to verify the requirements.

## When are the newly elected NAI Fellows announced?

Newly elected NAI Fellows are announced in December of each year.

## What are the qualifications for being nominated a NAI Fellow?

Nominees must be a named inventor on patent(s) issued by the United States Patent and Trademark Office (USPTO) and must be affiliated with a university, non-profit research institute or other academic entity.

## How do I begin the Fellow Nomination Process?

To begin, the nominator will need to create an account (or use existing login) and log in to the [NAI Portal](#). S/he will access and complete the nomination form online using the “Academy of Inventors Nominations” module, along with uploading the nominee’s full CV, a complete list of issued U.S. patents, and a personal letter of nomination signed and on letterhead.

## What are the nomination requirements?

In addition to contact information for the nominee and nominator, the nomination form requires:

- Citation in 200 words or less listing contributions, honors and awards;
- Summary in 200 words of Patents, Licensing and Commercialization Activities;
- Summary in 200 words of Impact on Public Welfare; and
- Complete List of ALL issued U.S. patents held by the nominee.

Along with the form, the nominator uploads their letter of nomination and the nominee’s full CV.

## How are Fellows selected?

All complete nomination packets received by the deadline are verified by the NAI. The responsive and qualified nominations move forward to review by the NAI Fellows Advisory Committee and then final decisions are made by the [NAI Fellows Selection Committee](#). The number of Fellows elected each year is dependent on the quality of the nominations submitted. Committee members may not vote on a nominee from their own institution.

### **How is the nominator notified of the decision? Is the nominee notified as well?**

A nominee **elected** to NAI Fellow status will be notified directly along with their nominator. A nominee who is **not elected** will not be notified directly, but their nominator will be notified. It is up to the nominator of a non-elected Fellows to relay this information if they choose to do so.

### **If a nominee is not elected this year, can I resubmit the nomination?**

A nominee's eligibility is based on previous nomination history. In any given sequential five-year period from the time of the first submission, a nominee may be reviewed for Fellowship a total of three times. After that time, the sequential five-year period requirement will start over.

### **May I receive feedback on my nomination?**

NAI does not provide written or verbal feedback after decisions are made. Nominators can [request a meeting](#) with a staff member to discuss ways to strengthen a nomination.

### **Can I nominate myself for NAI Fellowship?**

No, self-nomination is NOT permitted.

### **What are the benefits of being a NAI Fellow?**

As the highest professional distinction accorded solely to academic inventors, elected NAI Fellows gain a unique opportunity to network and engage with top academic innovators and senior leadership from across the world, and a venue to support and encourage innovative culture change.

### **If elected a NAI Fellow, how do I prepare for the experience?**

Elected Fellows are required to attend their induction ceremony at the Annual Conference of the National Academy of Inventors, within two years of notice of election in order to receive their award (rosette, medal and trophy, along with their NAI lapel pin and member certificate). The NAI will send email communications regarding onboarding tasks for newly elected Fellows, as well as unique engagement opportunities, important information, and upcoming events. All Fellows will be featured on the NAI website and in materials promoting the NAI and the NAI Fellows program.

### **Are there dues associated with NAI Fellowship?**

Following election, NAI Fellows are requested to contribute a dues payment of \$250 annually or \$2,500 for lifetime membership.