



SENIOR MEMBER GRADE REFERENCE FORM
(Please Print)

Applicant's Name: \_\_\_\_\_

Applicant's Member Number (if known): \_\_\_\_\_

A. Do you know the candidate professionally? [ ] Yes [ ] No

If yes, how long? \_\_\_\_\_ years.

What is your professional relationship to the candidate? \_\_\_\_\_

B. Has the candidate been in active professional practice for at least 10 years?

[ ] Yes [ ] No Total years in the profession \_\_\_\_\_

C. In your own words, explain how the candidate has significantly performed his/her professional duties for at least five years. (See Page 2 for examples of significant performance.)

Multiple horizontal lines for writing the response to question C.

D. Please indicate whether you consider the candidate to be:

- 1. [ ] Well Qualified 2. [ ] Qualified 3. [ ] Marginally Qualified 4. [ ] Not Qualified

My Name: \_\_\_\_\_

My IEEE Membership Grade: \_\_\_\_\_ My IEEE Member #: (required) \_\_\_\_\_

Signature of Reference \_\_\_\_\_ Date: \_\_\_\_\_

TO SUBMIT REFERENCE FORM, mail or fax to the following:
MAIL TO: IEEE Admission & Advancement Dept
445 HOES LANE
P.O. BOX 1331
PISCATAWAY, NJ 08855-1331
FAX: (732) 981-0225

ATTN: Denise Howard
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**EXAMPLES OF SIGNIFICANT PERFORMANCE  
TO QUALIFY FOR ELEVATION TO IEEE SENIOR MEMBER GRADE  
(at least 5 years)**

**Five years of significant performance:**

- A. Substantial engineering, responsibility or achievement
- B. Publication of engineering or scientific papers, books or inventions
- C. Technical direction or management of important scientific or engineering work with evidence of accomplishment.
- D. Recognized contributions to the welfare of the scientific or engineering profession.
- E. Development or furtherance of important scientific or engineering courses in a “recognized education program.”
- F. Contributions equivalent to those of (a) to (e) above in areas such as technical editing, patent prosecution or patent law, provided these contributions serve to advance progress substantially in IEEE designated fields.

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.

**Ten years of professional practice:** 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 baccalaureate and masters degrees; and five years for a doctorate.