



June 16, 2023

Dear AIA Member:

On behalf of the AIA San Diego Chapter (AIA SD) Fellows Committee, I am pleased to inform you that based on chapter membership records, you *may* be eligible to apply for Fellowship in the American Institute of Architects. Specifically, eligibility for Fellowship requires 10 cumulative years of AIA membership*. *Please note that AIA SD records are based on very limited data obtained from AIA National and may not accurately reflect all periods of AIA membership activity. **You must verify your own records to ensure that you meet all eligibility requirements to apply for AIA Fellowship.***

The College of Fellows, founded in 1952, 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. For more information on AIA Fellowship, please visit the AIA website at:

<https://www.aia.org/awards/7076-fellowship>

If you are interested in pursuing AIA Fellowship, the AIA SD Fellows Committee would like to consider the achievements of your professional career within the context of supporting that goal as a chapter-nominated candidate. If you would like to be nominated by the AIA San Diego Chapter, we request that you submit a **Letter of Interest** (1 page maximum), accompanied by the supporting materials identified on the attached checklist form. Your material will be reviewed by the AIA SD Fellows Committee, and you will then be advised as to the status of your candidacy as a chapter-supported candidate.

Your **Letter of Interest**, and all supporting information as identified on the checklist, must be received at AIA SD Chapter headquarters no later than **Wednesday, June 28, 2023, at 5:00PM**, for review by the Committee. All materials should be sent electronically to Leigh Eisen, Executive Vice President, and CEO at leigh@aiasandiego.org

All 1st Year AIA SD Chapter-supported candidates are required to attend a virtual AIA Fellowship Candidate Orientation meeting on Monday, July 10 at 11:00AM. This meeting will provide important information related to both the AIA Fellowship submission content and process.

Formal nomination for Fellowship by the AIA SD Chapter will be provided in mid-late September upon completion of the AIA SD Fellows Committee submission review process.

Please be aware that only those AIA members in good standing who have successfully completed the AIA San Diego Chapter Fellows Committee submission review process will receive nomination by the AIA San Diego Chapter.

For further information, please contact Leigh Eisen at the AIA SD Chapter office, 619-232-0109.

Best wishes, and good luck!

A handwritten signature in blue ink, appearing to read 'David N. Moon'.

David N. Moon, FAIA
Chair, AIA San Diego Chapter Fellows Committee

CHECKLIST

Letter of Interest for AIA Fellowship - Class of 2024 (submittal date TBD, October 2023)

Eligible applicants who intend to seek AIA Fellowship and who wish to be supported as candidates by nomination from the AIA San Diego Chapter should provide a Letter of Interest to AIA SD which includes the following (*Note: This checklist has been developed to closely align with AIA National Fellowship Submission format requirements*):

- Applicant's Name and Contact Information:

Name: _____
Email Address: _____
Phone: _____
AIA Member No. _____

- Intended Object (category) of nomination: refer to ATTACHMENT 1 - OBJECTS OF NOMINATION

Object (please circle intended submission Object): 1 2 3 4 5 6

- General summary narrative description of candidate's "storyline" (maximum 1 page cover letter)

- Summary listing of *significant* achievements and dates: (chronologically by date, list only – no backup materials required at this time)

- 1. Significant Projects/Work (refer to detail sheet attached)*
- 2. Significant Awards/Honors/Recognition (refer to detail sheet attached)*
- 3. Significant Publications (refer to detail sheet attached)*

- Proposed Sponsor: _____

NOTE: PLEASE DO NOT REQUEST A SPONSOR LETTER AT THIS TIME.

- Proposed 7 References (*preliminary only - refer to detail sheet attached*)

NOTE: PLEASE DO NOT REQUEST ANY ACTUAL REFERENCE LETTERS AT THIS TIME.

- Please attach any other information that you believe would be helpful in supporting the applicant's impact in advancing the profession of architecture



List of Seven (7) Proposed References (*preliminary, may be revised later*)

Five of the seven references must be AIA members in good standing and identified with their appropriate designation of 'AIA, Assoc. AIA, FAIA, Hon. AIA, Hon. FAIA, or 'Int'l Assoc. AIA'.

***NOTE: PLEASE NOTE THAT YOUR 7 PROPOSED REFERENCES ARE IN ADDITION TO (EXCLUDING) YOUR PROPOSED SPONSOR. DO NOT REQUEST ANY ACTUAL REFERENCE LETTERS AT THIS TIME.**

Name	Organization	Location, AIA Chapter (if applicable)	Relationship to Candidate
1.			
2.			
3.			
4.			
5.			
6.			
7.			



ATTACHMENT 1 – OBJECTS OF NOMINATION

(Select ONE of the following 6 Objects of Nomination that best describes your intended category for applying for Fellowship)

Object One: Design, urban design, or preservation

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

Fellowship in this object is granted to architects who have produced distinguished bodies of work through design, urban design, or preservation. This may be accomplished through individual or organizational effort. Works submitted may be of any size for any client, of any scope and reflecting any type of architectural design service.

Object Two: Practice Management, or Practice Technical Advancement

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

Fellowship in this object is granted to architects who have made notable contributions through their work in the practice of architecture. Practice includes firm management, administration, and project management or specialty areas (specific building types, technical expertise).

Object Three: Led the Institute, or a related organization

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

Fellowship in this object is granted to architects who have actively, efficiently, and cooperatively led the Institute or a related professional organization over a sustained period of time and have gained widespread recognition for the results of their work.

Object Four: Public service, government, industry, or organization

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

Fellowship in this object is granted to architects who have made notable contributions in public service or work in government or industry organizations through leadership in the development of civic improvements and needed governmental projects, including such elements as conservation, beautification, land-use regulation, transportation, or the removal of blighted areas, or who have clearly raised the standards of professional performance in these areas by advancing the administration of professional affairs in their fields.

Object Five: 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.

Fellowship in this object is granted to architects who have made notable contributions to the public through alternative careers or volunteer work with organizations not directly connected to the built environment. Achievements may also be of a kind that transcends the other categories for advancement to serve society or humanity in a unique and important manner.

Object Six: Education, Research, Literature

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

Fellowship in this object is granted to architects who have made notable contributions through their work in education, research, or literature. Work in education may be teaching, research, administration, or writing and should have a lasting impact, be widely recognized, and provide inspiration to others in the field and the profession.

Research areas may include building codes and standards, specifications, new material applications, or inventions.