



2026 CMAA Fellows Nomination Dossier | Checklist

Eligibility Verification (contact CMAA staff with questions)

- Candidate is a CMAA voting member in good standing
- Candidate has ≥ 5 cumulative years of CMAA membership
- Candidate is **not** currently serving on CMAA, CMCI, or CMAA Foundation Boards

Phase 1 – Initial Submission (Required)

- Phase 1 submitted through online portal
- Candidate and nominator contact information included
- Single 500-word Phase 1 Statement of Interest includes:
 - Commitment to CMAA and the College of Fellows
 - Summary of accomplishments and contributions
- Future Fellows Committee advisor assigned
- Advisor feedback reviewed with candidate and nominator
- Letter writers identified and contacted early

Phase 2 – Nomination Dossier Preparation

Required Dossier Components

- Part 1:** 25–35 word summary statement (impact-focused)
- Part 2:** 500-word narrative – contributions to CMAA / CMCI / Foundation
- Part 3:** 500-word narrative – commitment to role and purpose of the College of Fellows
- Part 4:** 500-word narrative – professional accomplishments and industry impact

Letters of Support (Part 5)

- Total of six (6) letters collected
 - 1 letter from nominator
 - 5 letters from CMAA members in good standing
 - At least 2 letters from current CMAA Fellows
- All letters:
 - Cite specific examples and demonstrated impact
 - Are no more than two pages each
 - Submitted as PDFs
 - Avoid form or generic language



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Final Review & Submission

- Full dossier reviewed with assigned advisor (optional)
- All components uploaded to the online portal
- Submission confirmed as complete by the nominator (no post-deadline edits allowed)
- Dossier submitted by nominator ("click submit")