



**DISTINGUISHED FACULTY ADVISOR
AWARD APPLICATION**

(Application Deadline: May 15, 2024)

PERSONAL INFORMATION:

Name: _____

Current Mailing Address: _____

City/State/Zip: _____

Permanent Mailing Address: _____

City/State/Zip: _____

Phone: _____

CHAPTER INFORMATION:

Student Chapter Name and Number: _____

Sponsoring Professional Chapter Name and Number (if applicable): _____

Professional Chapter Liaison (if any): _____

SME Membership Consultant Assigned (if any): _____

Institution Name: _____

Department: _____

Program: _____

Name and Title of Unit/Department/Program Director/Dean: _____

APPLICATION PROCESS:

1. Complete the application form.
2. Answer award selection criteria and include a personal statement outlining your professional goals, contribution to the profession and SME student chapter.
3. Include curriculum vitae. Use only the last three years not to exceed three 8 1/2" x 11" pages – include all items relevant to SME activities.
4. Applicant agrees to submit a final report within the next academic year upon request from SME explaining how the award helped his/her professional development and/or the growth of the student chapter.

COMPLETE AWARD SELECTION CRITERIA & PERSONAL STATEMENT (please answer the following questions in a separate document providing as much detail as possible, but not to exceed 5 pages or 3,000 words total):

1. Describe your activities and contributions toward advancing SME's vision/mission/purpose.
2. Describe your service and support to your student chapter.
3. How will this award benefit the growth and development of the SME student chapter you advise?
4. How will this award benefit your professional development?
5. Personal Statement/Testimonial: How has your service to SME and your SME student chapter impacted your professional growth and/or your career?

By signing below, I give SME permission to reprint and distribute the personal statement/testimonial in all media formats as part of the awards program and certify that the information on this application is true to the best of my knowledge and that it can be verified by my academic institution.

***Signature & Date**

***Electronic signatures are acceptable**



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DESCRIPTION OF AWARD

This award is offered to student chapter faculty advisors in recognition of their service to SME and their student chapter(s) in advancing manufacturing knowledge, education and SME's vision/mission/purpose.

PURPOSE

- Provide professional development support in the form of a monetary award for current student chapter faculty advisors. ***Award to be used for professional development or to support the student chapter activities.***
- Acknowledge and reward those who demonstrate commitment to advancing SME's vision/mission/purpose.
- Highlight services and activities performed on behalf of SME.
- Recognize advancing professional growth of student chapter members.

AWARD COMPONENTS

Monetary award valued up to \$2,000 and a recognition certificate.

ELIGIBILITY

- Applicant must be an SME member.
- Applicant must be a current SME student chapter faculty advisor.
- Applicant must be an employee of the educational institution sponsoring the SME student chapter.
- Applicant's student chapter must be compliant with SME chapter requirements, i.e., submitted all the required forms, have a minimum of 10 active student members.
- Eligible for one award per calendar year.

APPLICATION DEADLINE

All application materials must be received by **SME NO LATER THAN THE CLOSE OF BUSINESS ON MAY 15, 2024. INCOMPLETE APPLICATION MATERIALS WILL NOT BE ACCEPTED.** An acknowledgment email will be sent upon receipt of the application by SME.

NOTIFICATION

Recipients will be notified of acceptance within 45 days after the application deadline. ***Presentation of the award must be arranged by the local chapter or an SME staff person at a designated SME event.*** Note: Applications not selected can be resubmitted for the next deadline of award program.

Please submit this application and direct any questions to:

SME Membership

1000 Town Center, Suite 1910

Southfield, MI 48075

800.733.4763 | 313.425.3000 | membership@sme.org