



IEEE-Eta Kappa Nu

IEEE-HKN Professional Member Nomination Nominator's Checklist

In preparation for completing and submitting a [Professional Member Nomination](#), please collect the following items/information:

- Nominee's Full Name, Professional Title, Professional Affiliation
- Nominee's Mailing Address, Email Address & Phone Number
- Nominee's IEEE Member Number, IEEE Member Grade, IEEE Region, any IEEE Society/Council Membership (if applicable)
- Nominee's Resume/CV
- Nominee's Years of Service: How does the nominee meet the 10+ practicing engineer requirement (including years of education if needed to reach the 10-year minimum if applicable: bachelor's = 3 years; master's = 4 years; doctorate = 5 years)
- Nominee's Leadership/Service Contributions (documented involvement in volunteer activities)
- Confirmation of Nominee's Qualities: Why they are deserving of Professional Membership in IEEE-HKN?
- Nominee's Contribution to IEEE-HKN: How would they like to get involved with the Society? (including, but not limited to, mentoring students/Chapters; fundraising; event-planning; committee work; etc.)
- Names and email addresses for at least two (but no more than three) endorsers, who will be required to submit their letters through the Nomination Portal.

