

# ASQ Fellow Matrix of Requirements

Per Policy G-3, Rev. E, 11/03/00

## Step 1: Candidate must meet three basic qualification requirements.

- All three requirements must be met for the nomination to be considered by the Society Examining Committee

Criterion	Minimum Requirement	Sample Summary Write-up	Attachments or evidence
1. <b>Active experience in quality related positions</b>	<p><b>15 full calendar years</b> prior to the date on which the nomination for Fellow is submitted.</p> <ul style="list-style-type: none"> <li><b>Note:</b> this does <b>NOT</b> have to be <b>continuous</b> experience.</li> </ul>	<p>3/78 – 12/85      Quality inspector, ABCorp.                      12/85 – 8/90      Quality engineer, ABCorp.                      8/90 – 11/97      Quality manager, XYCo.                      12/97 – present    VP Quality, XYCo.</p>	<p>Resume with detailed job descriptions and month/year dates, or letters from supervisors.</p> <ul style="list-style-type: none"> <li>Ensure the “quality-related” nature of each position is clear.</li> </ul>
2. <b>Senior member of ASQ in good standing</b>	<p><b>5 full consecutive calendar years</b> prior to the date on which the Fellow nomination is submitted.</p> <ul style="list-style-type: none"> <li>Up to 3 years of this may be satisfied through equivalent time earned as a Senior Member or comparable grade in another recognized professional association or ASQ international affiliate society</li> </ul>	ASQ member since 3/78; Senior member since 12/90.	Copy of Senior member certificate.
		ASQ member since 3/78; Senior member since 1/98; Senior member of IEEE since 12/85; elected IEEE Fellow 5/90.	Copy of ASQ Senior member certificate, plus copy of member certificate (with dates and member grade info) of other association, plus information on the other association’s purpose, and description of the other association’s membership grades.
3. <b>Has attained distinction in quality-related disciplines</b>	<p>Attained distinction in one or more of the following ways:</p> <ol style="list-style-type: none"> <li>Planning or operation of quality-related work activities.</li> <li>Teaching a major course in a quality-related academic discipline at an accredited school or institution.</li> <li>Developing original theories, principles, or techniques of quality-related work.</li> <li>Expounding useful theories, principles, or methods of quality-related work.</li> <li>Directing work of significant scope in the</li> </ol>	<ol style="list-style-type: none"> <li>J. Q. Doe planned and implemented SPC throughout the ABC Division of XYCo. in the 1970s, reducing scrap from 25% to 10 PPM.</li> <li>J. Q. Doe has taught Statistics, Design of Experiments and Quality Engineering courses for 10 years at ____ University,</li> <li>J. Q. Doe has published original methodologies for _____ in the <i>Journal of Quality Technology</i> and in <i>Technometrics</i>.</li> <li>J. Q. Doe is a regular, frequent speaker and seminar lecturer on _____, and has been an invited speaker at ____.</li> </ol>	<ul style="list-style-type: none"> <li>Job descriptions</li> <li>Resume</li> <li>Letters from supervisor or recognized authorities from quality-related disciplines</li> <li>Copies of records of service (teaching, speaking)</li> <li>Copies of patents, publications etc.</li> </ul>

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	application of quality-related work.	5. J. Q. Doe has been Corporate VP for Quality at XYCo. since 1985, responsible for achieving and maintaining ISO 9002 certification across 5 Divisions and 15 manufacturing facilities worldwide.	
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**Step 2: Candidate must meet minimum scoring requirements in each of six Proficiency Areas.**

**Step 3: Candidate must score a total of 28 points minimum across all six Proficiency Areas.**

- The notations in ***ITALICS*** show the minimum level needed in each criterion.
- Be sure to support the point level requested with adequate data to allow for evaluation.
  - If the documentation is very clear for that level, it is not necessary to support each of the lower levels with additional documentation
  - If there is doubt about the valuation of the evidence at the level applied for, support the next lower point value, but always support at least the minimum!

## Technical Experience

***4 points Minimum required***

- Always attach a complete, detailed resume.
- For each position, include: start and end dates (month and year), job title, company/employer name, description of responsibilities and accomplishments, number and position of those supervised if any, title of direct supervisor.
- Be sure that sufficient information is provided to make it clear that the minimum of 15 full calendar years in quality related positions has been satisfied.

Criterion	Score	Sample Summary Write-up	Attachments or evidence
Understands and applies basic quality management concepts	1 Point	J. Q. Doe works as a receipt inspector and routinely interfaces with the plants corrective action system including follow-up with purchasing for responses.	Job descriptions, resume or letter from supervisor
Understands and routinely applies quality-related concepts	2 Points	J. Q. Doe in his job as _____ demonstrates the application of the core concepts of quality with respect to inspection/report writing and data analysis.	Job description, resume or letters from supervisors
Has been awarded the ASQ Quality Technician, Certified Mechanical Inspector, or equivalent.	3 Points	J. Q. Doe is a certified _____, He passed these test(s) in _____.	Copies of current certificates
<i>Has achieved useful or significant results through the application of quality-related concepts.</i>	<i>4 Points (Required Level of demonstrated experience or expertise)</i>	<i>J. Q. Doe's studies in reliability at Co ABC resulted in a 60% reduction of warranty accrual funds in the time frame of 1998-2000. The resulting saving to the company was in the \$3.4M range per annum.</i>	<i>Citation or memo from company on letterhead describing the application of the concepts and the actual results.</i>

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Has developed and implemented significant new applications of quality-related concepts.	5 Points	J. Q. Doe, developed new techniques for _____. This was based on original research for ABC Co. which successfully applied the concepts as follows:_____	Internal company procedures, publications or memos showing the development and application with results. OR original case studies if not done within a company setting showing same.
Has been awarded the ASQ Certified Quality Engineer, Certified Reliability Engineer or equivalent; has been awarded professional licensing/registration or similar recognition.	6 points	J. Q. Doe is a Certified Quality Engineer (or any ASQ certification requiring recertification submittals) <hr/> J. Q. Doe is a P.E. in civil engineering in the state of _____.	<hr/> Copies of current certificates Copy of Current PE license
Has made significant contributions to the development, understanding, and application of theoretical concepts and methods of quality-related disciplines.	7 points		
Has received formal recognition for truly outstanding technical experience in quality-related disciplines.	8 points	J. Q. Doe has been recognized with the _____ Award from _____. This was granted/awarded as a result of the development of (contributions to) the application of _____ methods in the _____ industry.	Copies of awards and or citations and background or description of organization granting the recognition

### Occupational Responsibility

***3 points Minimum required***

- Indicate how each position the nominee has held qualifies as quality-related.

<b>Criterion</b>	<b>Score</b>	<b>Sample Summary Write-up</b>	<b>Attachments or evidence</b>
Support position, such as technician, analyst, or inspector.	1 point	Application can state "See attachment" if attachment provides complete information	Resume with job descriptions
First-line supervisor, such as group leader, administrator, shift supervisor, or quality supervisor.	2 points	Application can state "See attachment" if attachment provides complete information	Resume with job descriptions. Should show numbers of personnel supervised and scope of job functions.
<i>Professional support position, such as engineer, statistician, auditor, instructor, or assistant / associate</i>	<i>3 Points (Required Level of demonstrated)</i>	<i>Application can state "See attachment" if attachment provides complete information</i>	<i>Resume with job descriptions. Should show level of professional or technical expertise needed to perform job acceptably.</i>

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<i>professor.</i>	<i>experience or expertise)</i>		
Professional management position, such as engineering manager, production manager, product manager, quality manager, internal consultant, private consultant, instructor, or professor.	4 points	Application can state "See attachment" if attachment provides complete information	Resume with job descriptions. Should show numbers of personnel supervised and scope of job functions. If a consultant or professor, it should show the departments affiliated with and scope of responsibilities
Professional management position including responsibility for developing and/or implementing quality processes or theories recognized as effective methods for business or process improvement.	5 Points	Application can state "See attachment" if attachment provides complete information	Resume with job descriptions. Should show numbers of personnel supervised and scope of job functions. The resume or write up should show the extent of development and application of processes or theories developed.
Professional management position including organization-wide responsibility for a major quality function (reliability, standards, statistics, benchmarking, process management, etc.) or business improvement program at division, corporate, or institution level in a multi-unit product or service business or public sector organization (includes health care, educational, military, and government).	6 Points	Application can state "See attachment" if attachment provides complete information	Resume with job descriptions. Should show numbers of personnel supervised and scope of job functions. The scope needs to clearly show that the position is corporate or multi unit in scope of coverage.
Corporate level management, including responsibility for quality or business improvement in a multi-unit business or organization, or partner or principal in a national consulting firm.	7 Points	Application can state, "See attachment" if attachment provides complete information. A corporate structure is needed to show corporate level management, and organization chart or site listings or such should be in the attachment	Resume with job descriptions. Should show numbers of personnel supervised and scope of job functions. The scope needs to clearly show that the position is corporate or multi unit in scope of coverage.  For consultants, the definition of national consulting firm is multi-site, multi-state.
Recognition at the national or international level for development or management of quality or business	8 points	J. Q. Doe has been recognized by the _____ of _____ for management of or development of _____.	Copies of citations, awards, publicity showing the recognition given, including when, where and who gave the recognition

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improvement.			
<b>Publications, Papers, Presentations: Quality-related Subject Matter</b>  <b><i>2 points Minimum required</i></b>			
<ul style="list-style-type: none"> <li>• Submit copies of the 2-3 most significant publications. For lengthy documents, provide copy of cover, title page, and table of contents or equivalent. Where the nominee is a co-author and/or contributions to several publications are the basis for justification of publication of a book, submit copies of the cover, title page and table of contents for each.</li> </ul>			
Criterion	Score	Sample Summary Write-up	Attachments or evidence
Limited oral quality presentations at ASQ Section meetings and meetings of other technical groups not involving a prepared paper.	1 Point	Attachments can be summarized showing presentations made and locations.	Attachments should show the date, location, organization and subject matter presented. Typically section or division newsletters or announcements are adequate
<i>Frequent oral quality presentations at ASQ Section meetings and meetings of other technical groups not involving a prepared paper.</i>	<i>2 points (Required Level of demonstrated experience or expertise)</i>	<i>Attachments can be summarized showing presentations made and locations</i>	<i>Attachments should show the date, location, organization and subject matter presented. Typically section or organization newsletters and announcements. Must show multiple presentations, ideally of various subject matters over time.</i>
Self-prepared papers distributed at talks to local groups.	3 Points	Attachments can be summarized showing presentations made and locations	Attachments should show the date, location, organization and subject matter presented. Typically section or organization newsletters and announcements. Must show multiple presentations, ideally of various subject matters over time.
Papers presented at conventions, conferences, self-prepared.	4 points	Attachments can be summarized showing presentations made and locations	Attachments should show the date, location, organization and subject matter presented Typically section or organization announcements or flyers. Must show multiple presentations, ideally of various subject matters over time.
Papers prepared and reviewed for presentation and publication in meeting transactions, etc.	5 Points	Attachments can be summarized showing presentations made and locations	Attachments should show the date, location, organization and subject matter presented Typically section or organization announcements or flyers along with copies

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			of the cover or index of the transactions and the nominees name listed. Must show multiple presentations, ideally of various subject matters over time
Papers prepared under editorial supervision for publication in technical journals or technical periodicals e.g. <i>Quality Progress, Quality Management Journal, Quality Digest.</i>	6 Points	Attachments can be summarized showing presentations made and locations	Attachments should show the date, location, organization and subject matter presented Typically covers and or index pages of the publication with the nominee's name listed. Must show multiple presentations, ideally of various subject matters over time. The publication masthead is usually needed to support understanding the editorial supervision statement.
Publication of papers containing original ideas, concepts, or applications, as recognized by independent experts in the field.	7 Points	Attachments can be summarized showing presentations made and locations	Attachments should show the date, location, organization and subject matter presented Copies of citations of the published work in others publications that are recognized as experts.
Publication of recognized trade book(s) or textbook(s).	8 points	Attachments can be summarized showing presentations made and locations	Attachments must show the covers and typical publisher information with dates and editions shown. Self published works must show adopted usage outside the author's organization.
<p><b>ASQ activities</b></p> <p><b><i>2 points Minimum Required</i></b></p> <ul style="list-style-type: none"> <li>• Positions held must be documented with copies of the relevant organization charts for the two or three highest positions.</li> </ul>			
<b>Criterion</b>	<b>Score</b>	<b>Sample Summary Write-up</b>	<b>Attachments or evidence</b>
Senior Member.	1 Point	J. Q. Doe Was made a Sr. member of ASQ on June 29 <sup>th</sup> 1995	Copy of Sr. Certificate or date of approval as listed in the ASQ data base.
<i>Active member of a committee at the local Section / Chapter level.</i>	<i>2 points (Required Level of demonstrated experience or expertise)</i>	<i>J. Q. Doe was the newsletter editor for section ABC from 1998 to 1999</i>	<i>Copies of newsletters or Section Organization charts.</i>

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Held elective office below Vice Chair in a Section.	3 Points	J. Q. Doe is the current (YY to YY) Sectary of Section ABC	Copies of newsletters or organization charts
Held the office of Chair or Vice Chair in a Section.	4 points	J. Q. Doe Was vice Chair for Section ABC in 199X to 199X	Copies of newsletters or Section Organization charts
An active member of a Society Committee, Division, or Interest Group at the regional or national level; or ASQ Editorial Review Board member.	5 Points	J. Q. Doe has been an active member of the Education Division for 4 years. <hr/> J. Q. Doe was vice chair for marketing for 2 years (YY to YY) <hr/> J. Q. Doe is on the review board of Quality Progress	Minutes of meetings, showing Attendance at division meetings <hr/> Organization Charts for division <hr/> Copy of masthead of QP
Society Committee Chair; Regional or National Director; Division Chair; senior editor of an ASQ-sponsored journal; or Chair of a regional ASQ conference.	6 Points	J. Q. Doe held the position of _____ as shown on attached Society organization chart.	Attach the chart or publication listing position held and dates.
ASQ elected officer; Chair of Society conference.	7 Points	J. Q. Doe held the position of _____ as shown on attached Society organization chart.	Attach the chart or publication listing position held and dates
Especially long and outstanding service to the Society.	8 Points	J. Q. Doe has been a member of ASQ from 1960 to date. During his/her term of membership the following Society positions have been held: List	Attach appropriate documentation to support the listings.

### Professional affiliations other than ASQ

***1 point Minimum required***

- An explanation of the other organization’s “purpose” shall be included as part of the nomination package submitted to the Society Examining Committee.
- The duration of the membership or activity must have been sufficient to demonstrate clear benefit or effective results.
- Positions held must be documented with copies of the relevant organization charts, letters from leaders clearly describing contributions, or equivalent.

Criterion	Score	Sample Summary Write-up	Attachments or evidence
<i>Membership in another quality-related professional organization.</i>	1 point <i>(required Level</i>	<i>J. Q. Doe has been a member of _____ from 19XX to _____. This organization’s mission is to</i>	<i>Member information or listings and description of the organization if not a</i>



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		_____	<i>nationally recognizable name.</i>
	<i>of demonstrated experience or expertise)</i>		
Active member of industry, academic, government, or other formal committee with a focus on quality-related methods or statistics; active member of quality-related advisory committee for an educational institution	2 points	J. Q. Doe has been an active member of _____ for _____. His/Her assignments or contributions have included: List:	Attach org charts, minutes of or publications from the organization showing activity of the nominee, not just membership.
Fellow or recipient of a special quality-related award from another organization (as defined above).	3 Points	J. Q. Doe has been recognized as a _____ by _____. This award was granted in 19XX	Copy of recognition along with the description of the organization's mission and scope of activities.
Active in quality-related functions of the other organization (as defined above); member of a state or regional quality award board of examiners; or member of the board of examiners for an organization-sponsored quality award (USA Today/RIT Quality Cup, AQP Team Award, Andersen Enterprise Award, etc.).	4 points	J. Q. Doe has been a state examiner for the years of _____.  OR  J. Q. Doe has been active in the _____ organization for over _____ years, He/She has held the positions of _____ and _____ in that organization.	Copies of org charts, certificates of position or listings of members and positions. The attachment should show the level of activity if not an awards committee or board of examiners.  If the organization is not clearly a nationally recognized one, include supporting information on the organization.
Functionally active in the other organization (as defined above) as an officer, committee chair, or similar leadership position; member of the board of examiners for a national quality award; or judge for a state or regional quality award.	5 Points	J. Q. Doe has been active in the _____ organization for over _____ years, He/She has held the positions of _____ and _____ in that organization	Copies of org charts, certificates of position or listings of members and positions. The attachment should show the level of activity if not an awards committee or board of examiners.  If the organization is not clearly a nationally recognized one, include supporting information on the organization.
Chair of a committee of the other organization which has a focus on quality-related methods or statistics; judge for a	6 Points	J. Q. Doe has been active in the _____ organization for over _____ years, He/She has held the positions of _____ and _____ in that	Copies of org charts, certificates of position or listings of members and positions. The attachment should show the level of the

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national quality award (Baldrige, President's Award, military service quality award, etc.).		organization	activity or positions held if not an awards committee or board of examiners.  If the organization is not clearly a nationally recognized one, include supporting information on the organization.
Formally and effectively responsible for ASQ influence on other organization's committees with a focus on quality-related methods or statistics.	7 Points	J. Q. Doe was or is the ASQ liaison with _____. In this position he/she represents ASQ or votes for ASQ on matters of _____.	Organization charts, position descriptions or minutes of meetings showing both the view from and ASQ view and the other organizations view that the person is representing ASQ as a member of the other organization.
Formally recognized as having provided outstanding leadership in fostering liaison between ASQ and other organizations.	8 Points	J. Q. Doe has been recognized by _____ or ASQ for liaison activities with _____ society for _____ (significant contributions/leadership etc)	Copies of citations or recognitions along with evidence from above item to show it was a ASQ recognized liaison.

### A. Teaching (for non-professional teachers)

OR

### B. Consulting (for professionally employed teachers)

***2 points Minimum required***

### A. Teaching

- This section is ONLY for non-professional teachers.
- Professionally-employed teachers: Use Section B
- If nominee is NOT a professional teacher, list examples of courses and classes taught, including long-term relationships with ASQ and/or other societies, universities and/or colleges. Provide evidence of the three or four most significant courses taught and any continuing relationships with ASQ, other societies, and schools, e.g., society brochures, college course schedule, or personal administrative data such as assignment letters from the school/society.

Criterion	Score	Sample Summary Write-up	Attachments or evidence
Prepared and instructed employer	1 Point	J. Q Doe prepared the overview sessions for	Summary of classes and listing of dates,

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<p>sponsored training course or seminar for basic quality related topics, one or two sessions only.</p> <p>(Basic quality topics generally include problem solving tools, basic data collection, limited analysis, and subjects typically contained in the body of knowledge for Certified Quality Technician and Internal Auditor.)</p>		<p>_____ for his/her company and delivered on _____ (dates)</p>	<p>maybe internal memos from company listing assignments and dates or presentations.</p>
<p>Prepared and instructed employer sponsored training course or seminar for basic quality related topics, more than two sessions, or for advanced quality related topics, one or two sessions only.</p>	<p>2 points <i>(required Level of demonstrated experience or expertise)</i></p>	<p><i>J. Q Doe prepared the Technical Training sessions for _____ for his/her company and delivered on _____ (dates)</i></p>	<p><i>Summary of classes and listing of dates, maybe internal memos from company listing content of class or session to be presented and dates of presentations.</i></p>
<p>Prepared and instructed ASQ or other recognized society sponsored training course or seminar for <b>basic</b> quality related topics, <b>one or two sessions only.</b></p>	<p>3 Points</p>	<p>J. Q. Doe prepared and presented the _____ section sessions on _____ (topic) delivered on _____ (dates)</p>	<p>Copies of ASQ minutes/publications/flyers or brochures showing assignments for preparation and delivery of the sessions</p>
<p>Prepared and instructed ASQ or other recognized society sponsored training course or seminar for <b>basic</b> quality related topics, <b>more than two sessions.</b></p>	<p>4 points</p>	<p>J. Q. Doe prepared and presented the _____ section sessions on _____ (topic) delivered on _____ (dates)</p>	<p>Copies of ASQ minutes/publications/flyers or brochures showing assignments for preparation and delivery of the sessions. Clearly show topic contents. List multiple session</p>
<p>Prepared and instructed ASQ or other recognized society sponsored training course or seminar for <b>advanced</b> quality related topics, <b>one or two sessions only.</b></p> <p>(Advanced quality topics generally include management-level problem solving, management system-level planning and analysis, and subjects taught at the level and content of the bodies of knowledge for Certified Quality Engineer, Reliability Engineer, Quality Manager and Quality Auditor.)</p>	<p>5 Points</p>	<p>J. Q. Doe prepared and presented the _____ section sessions on _____ (topic) delivered on _____ (dates)</p>	<p>Copies of ASQ minutes/publications/flyers or brochures showing assignments for preparation and delivery of the sessions. Clearly show topic contents</p>
<p>Prepared and instructed ASQ or other recognized society sponsored training</p>	<p>6 Points</p>	<p>J. Q. Doe prepared and presented the _____ section sessions on _____ (topic) delivered</p>	<p>Copies of ASQ minutes/publications/flyers or brochures showing assignments for</p>

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course or seminar for <b>advanced</b> quality related topics, <b>more than two sessions</b> .		on ____ (dates)	preparation and delivery of the sessions. Clearly show topic contents List multiple session
Prepared and instructed, on a part-time basis, quality related courses at a university or college, over multiple academic years; paid by the university or college.	7 Points	J. Q. Doe is an adjunct instructor at ____ college, teaching classes in ____ delivered on ____ (dates).	Copies of brochures or course listings showing class content or outline, and dates of sessions.  Multiple examples are needed to demonstrate multiple academic years.
Has received formal recognition from ASQ, another recognized society, or a university or college for especially long and outstanding participation in quality related teaching activities.	8 points	J. Q. Doe has been recognized with the Edwards Medal for quality education. OR J.Q. Doe has been recognized by the U. of ____ for long and outstanding contributions to their department or school of ____.	Copies of recognitions or citations showing the reason for the recognition. If needed support a citation with the written description of the awards purpose.

## B. Consulting

- This section is ONLY for those whose primary or full-time employment is as a professional teacher.
- Those not professionally employed as teachers: Use Section A.
- If the nominee IS a professional teacher, provide evidence of training courses (e.g., brochures, announcements, administrative information) and/or consulting experiences by listing major clients, terms of work, significance of outcomes, and relevant information regarding client satisfaction with the results of the work.

Criterion	Score	Sample Summary Write-up	Attachments or evidence
Prepared and instructed basic quality related training courses or seminars for non-academic clients, one or two sessions only.  (Basic quality topics generally include problem solving tools, basic data collection, limited analysis, and subjects typically contained in the body of knowledge for Certified Quality Technician and Internal Auditor.)	1 Point	Professor J. Q. Doe has presented the below sessions at Company ABC on (dates)	Attach correspondence or memos from clients listing the particulars of the sessions including content and delivery information

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Prepared and instructed basic quality related training courses or seminars for non-academic clients, more than two sessions.	2 Points (Required Level of demonstrated experience or expertise)	Professor J. Q. Doe has presented the below sessions at Company ABC on (dates)	Attach correspondence or memos from clients listing the particulars of the sessions including content and delivery information. Be sure to list multiple sessions.
Prepared and instructed basic quality related training courses or seminars for ASQ or other recognized society unit, one or two sessions only.	3 Points	Professor J. Q. Doe has presented the below sessions at Company ABC on (dates)	Attach correspondence or memos from the sponsoring organization listing the particulars of the sessions including content and delivery information
Prepared and instructed basic quality related training courses or seminars for ASQ or other recognized society unit, more than two sessions.	4 Points	Professor J. Q. Doe has presented the below sessions at Company ABC on (dates)	Attach correspondence or memos from sponsoring organization listing the particulars of the sessions including content and delivery information
Prepared and instructed advanced quality related training courses or seminars for ASQ or other recognized society unit, more than one session.  (Advanced quality topics generally include management-level problem solving, management system-level planning and analysis, and subjects taught at the level and content of the bodies of knowledge for Certified Quality Engineer, Reliability Engineer, Quality Manager and Quality Auditor.)	5 Points	Professor J. Q. Doe has presented the below sessions at Company ABC on (dates)	Attach correspondence or memos from sponsoring organization listing the particulars of the sessions including content and delivery information
Provided technical consulting services to two or more non-academic clients in quality related areas on a short-term assignment (less than 6 months each).	6 Points	Professor J. Q. Doe was engaged by _____ Company and _____ Inc. for projects _____ and _____ respectively from _____ (dates)	Correspondence or company memos showing the nature and extent of the consulting along with duration of the engagement.
Provided technical consulting services to two or more non-academic clients in quality related areas on a long-term assignment (more than 6 months).	7 points	Professor J. Q. Doe was engaged by _____ Company and _____ Inc. for projects _____ and _____ respectively from _____ (dates)	Correspondence or company memos showing the nature and extent of the consulting along with duration of the engagement.
Has received formal recognition from more	8 points	Professor J. Q. Doe was recognized by _____	Citations, internal company memos or

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than one non-academic client for providing especially long and outstanding quality related consulting services.		Co. for contributions to _____ extending over _____ years.	correspondence on company letterhead to the nominee, with details of the recognition.
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