ACM/SCS Nomination Packet Checklist

Nominee:	[ ]
	Select one:
☐	To the best of my knowledge, the candidate I am nominating has not committed any action that violates the ACM Code of Ethics and ACM's Core Values.
☐	I am aware that the candidate I am nominating may have committed an action that violates the ACM Code of Ethics and ACM's Core Values.
	Select one:
☐	For ACM Nomination
☐	For SCS Nomination
☐	Nomination for BOTH awards
	Required information / documents checklist
☐	Attach/Upload Nomination statement from advisor: 300 word cap *(Not full letter -per ACM*)*
☐	Includes Advisor: Name, address, phone number, and email address
☐	Includes Nominee: Name, address, email address
☐	Attach/Upload Suggested citation - 25 word cap (per ACM*)
☐	Attach/Upload Electronic copy of dissertation - filename: include nominee last name
	Copyright transfer has been altered by ACM as of January 1, 2023 but hasn't been updated on their site. This is no longer required and can be skipped.
☐	Attach Nominee's CV - *filename to include nominee last name*
	Endorsement letters coming from: (min 3-max 5 — Not from the advisor (nominator), per ACM):
☐	Name: [ ] email: [ ]
☐	Name: [ ] email: [ ]
☐	Name: [ ] email: [ ]
☐	Name: [ ] email: [ ]
☐	Name: [ ] email: [ ]
☐	Endorsement **commitment** from Dept. Head (Jenn will follow up with the appropriate department head for the letter for theses chosen for ACM submission)
	Please format file names to include the nominee's name at the front of each file
	Ex: SMITH-JANE-CV-2023.pdf, JONES-JOHN-Thesis-2023.pdf
	See ACM Guidance
	Questions? Email: michelle@cs.cmu.edu
	NOTE: CSD nominations that do not get nominated for ACM or win the SCS award will automatically be shared with the Edmund M. Clarke committed in CSD