



**Location:** Holder - 3333 Riverwood Parkway, Atlanta, GA 30039 | **Time:** 8am - 9:30am

Feb 2017 - April 2017

Fellows will gather to decide Fellowship Chair and locations/dates/times of upcoming meetings.

**April 19, 2017**

**Informational meeting:** Returning and new Candidates and Sponsors. Candidates should review submission "Objects" and have an understanding of which they would like to submit under. Candidates should prepare their 35-word zinger (your short introduction should you be elevated which speaks to your focus).

April 27-29, 2017

National AIA Convention in Philadelphia: Chapter nominees are encouraged to attend the convention and to attend the College of Fellows EV401 - "Demystifying Fellowship" (Sat Apr 29th, 8:30am-10am) Nominees are also encouraged to attend the Investiture of the new Fellows.

**May 17, 2017**

**Zinger Meeting:** Returning and new Candidates and Sponsors. Candidates should prepare their 35-word zinger.

**June 21, 2017**

**Introductory Statement Meeting:** Returning and new Candidates and Sponsors. Candidates should finalize their 35-word zinger. Candidates should also begin research on themselves to work into an introductory statement.

**July 19, 2017**

**Initial Draft Review Meeting:** Candidates at minimum should have drafted their introductory statement and have an outline of contents of their binder including identification of exhibits and references. Candidates will present their object of nomination and summarize their statement to the committee.

**August 16, 2017**

**Revised Draft due:** Candidates at a minimum should have finalized their summary, developed their achievements and settle on exhibits and references. Candidates will discuss their individual development plan.

**September 20, 2017**

**Final Nomination Package Draft due:** Candidates at a minimum should have completed or are near completing their binders.

**September 2017 (TBD)**

**(IF NECESSARY) Continued review of Nomination Package:** Candidates should be finalizing their binders.

**October 2017 (TBD)**

**Conference Call:** Last minute changes and questions to be answered

**October 2017**

**Digital Submissions and Reference Letters due to AIA National (by 5:00pm) on date TBA**

February 2018

COF announces Class of 2018 Fellows