Guide to Nominating a Fellow

Fellow of the National Academy of School Nursing

Applicant Guide | Last Updated 2026



nasn.org/about-nasn/fellows

National Academy of School Nursing Fellows

Purpose

The purpose of the distinctive award of Fellow of the National Academy of School Nursing is to recognize members of NASN whose achievements have made enduring, unique, and extraordinary contributions to the advancement of professional school nursing practice.

The National Academy of School Nursing comprises a group of leaders who:

- provide the vision and clinical expertise to advance the knowledge and skills of school nurses,
- promote the visibility of school nursing practice,
- influence policy development,
- contribute to the development of nursing knowledge through research,
- excel in the translation of evidence into practice, and
- exemplify highly effective management skills in the delivery of evidence-based health services in schools.

The honor of Fellow is the most prestigious recognition that members can receive from the National Association of School Nurses (NASN). It is a symbol of superior achievement in the school nursing profession and exceptional contributions to NASN and the profession of school nursing. The depth and breadth of the Fellow's imprint on the field is extraordinary; their contributions have had significant and enduring impact, and their exemplary leadership qualities and achievements are recognized by many.

The honor of Fellow is far more than peer recognition of long service to NASN, success in one employment situation, or a single achievement. It does not reward the culmination of a distinguished career. The Fellow of the National Academy of School Nursing demonstrates profound excellence and prominent contributions to the field of school nursing in a manner that has far-reaching effects on practice.

WHAT FELLOWSHIP RECOGNIZES

Individuals accepted for Fellowship in the National Academy of School Nursing must demonstrate the following characteristics showing depth and breadth in service to school nursing and the health of children, families, and communities:

- Active and profound involvement in NASN beyond holding membership for the required number of years.
- Enduring, unique, and extraordinary contributions that have had significant impact on the advancement of the school nursing profession. The contributions are in addition to or beyond those that are required or expected in one's position of employment.

The contributions and impact may be demonstrated in the following nine criteria areas:

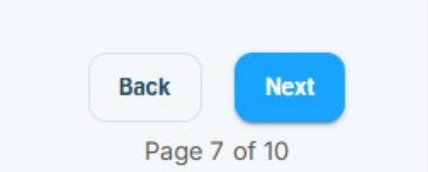
1. **Distinguished Service to NASN**
2. **Professional School Nursing Expertise**
3. **Nursing Association Leadership**
4. **Interprofessional Partnerships**
5. **Educational Programs**
6. **Overcoming Barriers in Health or Health Care**
7. **Research, Evaluation, Best Practice, and Dissemination**
8. **Advocacy**
9. **Unique Contributions**

Achievements must align with the criteria/activity statements established by NASN. The nominee must provide evidence of exceptional, far-reaching, and sustained contributions to the specialty of school nursing through a variety of experiences, and with recognizable outcomes. The leadership demonstrated by the nominee must have made enduring statewide, national, and/or international impact on the practice of school nursing and the health or health care of children, families, and communities.

Online Application Process

Beginning in 2026, NASN accepts applications only through the online application. Either the nominee or the nominator may begin the application at: www.nasn.org/about-nasn/fellows

1	The person who initiates the application should add the other participant to the appropriate role—nominee or nominator.
2	Move from section to section using the Back and Next buttons at the bottom of the screen.
3	As you enter information in the form, select the Save Draft button at the top of the screen frequently and before you exit the form.
4	You may log in at any time to access your draft and continue working.
5	When all sections are complete, select Preview Submission at the bottom of the last page.
6	Review your submission. When complete, select Submit.
7	For technical assistance, email awards@nasn.org



Use Back and Next to move between sections.



Save the draft frequently while completing the application.

Nominee Responsibilities

- Read and follow all instructions carefully.
- All eligibility criteria must be met by the application due date.
- Review the online application available on the NASN website (www.nasn.org/about-nasn/fellows).
- Confirm current NASN membership and at least five cumulative years of NASN membership; the five years do not need to be consecutive. NASN staff will verify membership history.
- Current or former NASN staff members who are nominated must be NASN members, have at least five cumulative years of membership that do not need to be consecutive, and meet all other eligibility criteria.
- Enter activity information and supporting evidence in the online application. For Criteria 2-9, enter each activity in only one criterion and only once within that criterion.
  - Exception: An activity used in Criterion 1 may be used one additional time in the most appropriate Criterion 2-9.

Nominator Responsibilities

- Read and follow all instructions carefully.
- The nominator must be in one of the following five categories:
  - Current member of the NASN Board of Directors
  - Past member of the NASN Board of Directors
  - NASN Fellow
  - Past NASN officer (current NASN officers may not serve as nominators)
  - Current NASN affiliate president
- Determine eligibility of potential nominee.
- Review all information in this document and the online application.
- Consider the potential nominee's enduring, unique, and extraordinary contributions to NASN and the practice of school nursing.
- Review the online application available on www.nasn.org/about-nasn/fellows.
- Ensure that the application and all required supporting materials are complete.
  - Letters must clearly demonstrate that the nominee has made contributions of significant and lasting impact on NASN and the practice of school nursing. Letters of recommendation should not restate the information in the application or CV.
  - Candidate letter summarizing accomplishments and demonstrating a sustained impact on NASN, school nursing, and child health
  - Two letters of recommendation (one-page limit each)
  - Letter of recommendation from the nominator (one-page limit)
  - CV no longer than six pages. The CV must include academic degrees, employment history, certifications, professional affiliations, and professional service. If pertinent, include awards, leadership positions, community service, publications, presentations, and scholarly contributions to nursing knowledge and quality care (research, evidence-based practice and/or change leadership initiatives).
- Complete any required nominator attestations in the online application and ensure that the nominee's completed application is submitted by midnight November 30. Nominations must be submitted through the online application at www.nasn.org/about-nasn/fellows .

Nomination Process

REQUIRED ONLINE SUBMITTALS

Candidate letter
Letter of support from nominator (maximum one page in length)
Two letters of recommendation (maximum one page in length each)
Curriculum Vitae (CV) (maximum of six pages in length)

NOVEMBER 30 DEADLINE

The online application must be submitted by midnight on November 30.
Direct questions to awards@nasn.org. NASN is not responsible for missed deadlines.

Information in a letter of recommendation that conflicts with specific information provided in the nominee's application may result in disqualification of the application.

Letters of recommendation from current Fellows Selection Committee members, current NASN officers, or current NASN employees will not be accepted. An application containing an ineligible letter will not be considered.

Letters of recommendation must be from health or education professionals who can attest to the nominee's professional qualifications and excellence in practice.

Nominees selected for NASN Fellow status will be notified by the President by March 15 and inducted at the NASN Annual Meeting during that year's NASN Annual Conference. Fellows may use the FNASN credential after induction. The President will announce selected Fellows through NASN channels within one week of notifying the successful nominees. Newly selected Fellows and their nominators should refrain from public or electronic announcements until the President has released the results.

Directions for Completing the Online Application

Criteria and Activity Statements

The National Association of School Nurses revised the NASN Fellow application and submission procedures in 2015 and 2026. The Guide to Nominating a Fellow was created to help nominees provide a comprehensive scope of their work on behalf of school health in a fair, equitable, and consistent manner. The Activity Statements in each criterion are examples of work a NASN Fellow may have completed over the course of their career. The lists are not exhaustive. Each criterion includes an "other" option so nominees can identify additional work having a significant impact on school nursing, school-aged children, families, and/or communities.

- Criterion 9 (Unique Contributions) is intended for evidence that does not fit within any of the other eight criteria.
- Enter activities in the EVIDENCE section that demonstrate achievement of the criterion. The committee will assign points to the evidence provided for each activity.

Entering Evidence

- The application has nine sections, one for each criterion. Criteria 1-8 include multiple Activity Statements; Criterion 9 addresses Unique Contributions. Enter evidence in Criterion 1 and in each additional criterion that best reflects the nominee's qualifying activities. Use Criterion 9 only when the contribution does not fit within Criteria 2-8.
- Clearly identify the nominee's role in each activity (e.g., member, co-chair, chair, lead researcher, co-researcher, presenter, creator), as appropriate to the evidence required.
- Identify whether each activity occurred at the regional, state, national, or international level.
- Include only regional, state, national, and international activities. Local and school district activities do not qualify for points in the NASN Fellows application because this is a national award.
- Follow the prescribed format for each criterion to ensure that all required information for the activity is included.
- Number or bullet multiple activities for clarity. You may draft responses elsewhere (e.g., Word, Google Docs, etc.) and copy/paste them into the online application.
- Expect the application to take approximately 20 hours to complete. Save your draft frequently and return to it as needed.
- The Fellows Selection Committee awards points only once for an activity in Criteria 2-9.
- An activity identified in Criterion 1 may be used one additional time in one appropriate criterion within Criteria 2-9. If an activity fits more than one criterion or Activity Statement within Criteria 2-9, choose the single placement where it fits best.

QUALIFYING THRESHOLD

The nominee must meet the minimum point requirements in Criterion 1.

The nominee must meet the minimum point requirements in at least four of Criteria 2-9.

Glossary for the Application

The committee has defined terms that may have meanings open to different interpretations in different situations:

Health	Health refers to physical (including dental), mental, and social well-being.
Health Care	Health care is the maintenance and restoration of health by the treatment and prevention of disease, especially by trained and licensed health care providers.
Significant	Significant contributions are exceptional, far-reaching, and sustained contributions to the specialty of school nursing through a variety of experiences, and with recognizable outcomes
Leader	A leader is a person who has commanding authority or influence; a person who inspires others.
Regional	Regional can refer either to areas within a state that are combined to be a sub area of a NASN affiliate or an area of a state such as an education service center or other sub area of a state, or a group of states working together such as New England, Eastern Atlantic, Midwest, etc.
Outcomes or potential outcomes	Outcomes or potential outcomes means the endpoint or anticipated endpoint of a project, research study, committee, task force, group etc.
Evidence-Based Practice	Evidence-based practice entails making decisions about how to promote health or provide care by integrating the best available evidence with practitioner expertise and other resources, and with the characteristics, state, needs, values, and preferences of those who will be affected. This is done in a manner that is compatible with the environmental and organizational context.

Selection Procedure

- All applications are treated confidentially.
- The Fellows of the National Academy of School Nursing Selection Committee will consider only materials submitted with the application and will not be responsible for collecting additional supporting information.
- Upon receipt of an application, the NASN office, in coordination with the Fellows Selection Committee Chair, will verify that the nominee meets the established eligibility requirements before distributing the application to committee members for evaluation using the standardized eligibility review process.
- An application containing a letter of recommendation from a current Fellows Selection Committee member, current NASN officer, or current NASN employee will not advance to committee evaluation.
- The committee will evaluate the nominee based on the submitted evidence:

Qualifying review:

- Online Application: Criteria and Activity Statements. Nominees must meet the minimum points for Criterion 1 and the minimum points for at least four of the remaining Criteria 2-9. Candidates must meet these requirements to move to the next review.

Impact review:

- Candidate letter describing how the nominee's activities have had a significant and enduring impact on the profession of school nursing and NASN.
- Letters of recommendation supporting the candidate's impact on the profession.
- CV demonstrating significant contributions to the profession.

- Approval by at least four of the five committee members (4/5) is required to bestow the honor of NASN Fellow, following the standards, criteria, and rating process established by NASN. Committee decisions are final and are not subject to discussion, explanation, or appeal. An application may be resubmitted for the next award year when new supporting evidence is available. Refer to "Why Some FNASN Applications Are Unsuccessful."
- The committee chair will notify the NASN President of the committee's decision by February 28.
- New Fellows and their nominators will be notified by the NASN President of the committee's decision by March 15 and before public release of the information. The President will also notify nominees who were not selected by March 15.
- Any number of Fellows of the National Academy of School Nursing may be elected in a given year. If no qualified nominees are presented, no Fellows will be inducted.
- A Fellow of the National Academy of School Nursing may use the FNASN credential following induction at the annual meeting.
- Fellows must maintain active or retired membership in NASN. The NASN President will advise new Fellows of this requirement in the formal notice of selection. The NASN office will notify Fellows who do not meet the membership requirement. Individuals without current membership may not retain or use the FNASN credential.
- The committee chair or the President's designee will induct new Fellows at the annual meeting. Fellows are not required to be present for induction.
- New Fellows will be recognized at the annual conference and in NASN School Nurse.

Criteria and Scoring

Members of the Fellows Selection Committee assign points to activities demonstrated in each criterion.

MINIMUM POINT REQUIREMENTS

The nominee must meet the minimum point requirements in Criterion 1.

The nominee must meet the minimum point requirements in at least four of Criteria 2-9.

1	**Distinguished Service to NASN**
2	**Professional School Nursing Expertise:** Demonstration of professional expertise (e.g., academic degree or degrees, professional certification related to the practice of school nursing, awards) and clinical expertise.
3	**Nursing Association Leadership:** Demonstration of distinguished leadership in professional nursing associations* with participation at the regional, state, national, and/or international level. *Other than NASN, which is addressed in Criterion 1.
4	**Interprofessional Partnerships:** Demonstration of distinguished public service and leadership related to school nursing, with current or past active participation at both the regional/state and national levels in interprofessional activities.
5	**Educational Programs for School Nurses/School Staff/Parents/Students:** Creative/innovative development of programs or materials that enhance the health of school-aged students through expansion of knowledge, skills, scope, or philosophy. This category includes all definitions of schools (e.g., LEA, private, parochial, charter, residential) and the personnel working in those systems.
6	**Overcoming Barriers:** Contribution of significant approaches to overcoming barriers to quality health/health care for children, youth, and/or their families.
7	**Research, Evaluation, Best Practice, and Dissemination:** Widespread dissemination of personal or collaborative research, program/project/grant evaluation, or best practice; and/or the unique application of research or best practice in a manner that significantly impacts the delivery of quality school health services.
8	**Advocacy:** Active participation in the development or passage of important health, education, and/or social policy, including legislation, regulations, standards, or guidelines that affect the health of school-aged children and/or the role of the school nurse at the state or national level.
9	**Unique Contributions:** Distinctive/unique contribution(s) with outcomes or potential outcomes having significant impact on school nursing, school-aged children, families, and/or communities nationally or internationally. (Note: This criterion is met through a contribution that does not fit within Criteria 2-8. Examples [not exclusive] include leading the creation of the National Board for Certification of School Nurses [NBCSN], the Academy of Fellows, or the Endowment Fund. These are unique contributions; nothing like them existed in school nursing before their creation.)

Why Some FNASN Applications Are Unsuccessful

It can be frustrating to nominees and their nominators when an application is unsuccessful. While NASN policy precludes discussion of an unsuccessful application with the nominee, recurring themes emerge in the review of unsuccessful applications. The following are factors the Fellows Selection Committee considers during scoring. There is no single criterion for rejection, nor is there any single criterion essential for success. Each nominee brings a distinct set of strengths and weaknesses that are evaluated as part of the application as a whole.

Limited High-Level Involvement in NASN Activities	Many nominees are devoted NASN members and regularly involved in their state affiliates or local organizations. Fellows, however, are expected to contribute to the national organization above and beyond participating in state or local boards, programs, and committees.
Publications	Fellows generally publish substantial works in peer-reviewed journals, textbooks, and other professional documents. These may be research, clinical, leadership, or policy articles, but go beyond case studies, columns, interviews, and newsletter items.
National Certification	NCSN certification reflects a basic level of competence in school nursing and is highly valued by NASN. While professional certification as a NCSN is not required, it does demonstrate commitment to the specialty of school nursing and, as such, it is one factor considered when evaluating applications. National certification in a related specialty area of nursing also demonstrates commitment to achieving expertise in nursing practice.
Scope of Impact	Many nominees are outstanding nurses, but this alone is not enough to qualify for fellowship. The body of work contributed by NASN Fellows has far-reaching impact on the profession, not just on individuals. Fellows are outstanding leaders, leaving behind them an enduring legacy of specific works that will continue to shape or guide the profession. Furthermore, the effects or outcomes of the nominee's contributions to the profession must be clear.
Monetary Gain	Although entrepreneurship is admirable, the accomplishments of Fellows should not be solely related to work requirements or personal business ventures. The contributions of Fellows far surpass those of a job description or private enterprise interests.
Too New	Fellows make substantial and unique contributions to the field of school nursing. Some nominees are clearly distinguished, even gifted, practitioners, but they have not yet produced a significant body of work or demonstrated success over an extended period of time.
Poorly Written Communications	A significant number of applications contain typographical errors, misspellings, poor grammar, or unclear organization. Fellows are expected to represent themselves well in written communications, including the application process. The online application must provide sufficient detail about the nominee's work. The nominator and nominee should present the materials so that evidence for each criterion is explicit and easy to identify.
Curriculum Vitae	The CV should be specific and complete but succinct, with important details such as dates and brief descriptions of activities. Vague terms such as "multiple committees, 1985-2007" or "consultant" may be misconstrued.

	Timelines and duration of activities should be clear. Only professional activities should be listed.
Letters of Recommendation	Many letters of recommendation repeat word for word what the nominee has written. Writers should be familiar with the nominee and their body of work and should describe how they know the nominee, in what capacity, and for how long. Letters should elaborate on the nominee's accomplishments and enduring contributions, using specific examples rather than focusing on personal qualities. Conflicts with specific information in the nominee's application may result in disqualification.