



**National League
for Nursing**

Academy of Nursing Education

Academy of Nursing Education Handbook

(Last updated: January 6, 2020)

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Recognizing Excellence in Nursing Education

The Academy of Nursing Education is an innovative program created to call attention to the exceptional work of those who are transforming nursing education.

This program recognizes and capitalizes on the wisdom of outstanding individuals who have made enduring and substantial contributions to nursing education. It spotlights the unique knowledge and skills needed by academic scholars, the significance of pedagogical research, and the ways in which nursing education leaders are transforming and advancing excellence in nursing education. The program also provides opportunities for alliances and dialogue that shape the future of nursing education.

Transform Nursing Education

Individuals inducted as fellows form a distinguished network of educators who are:

- a. Acknowledged for innovative teaching and learning strategies, nursing education research, faculty development, academic leadership, promotion of public policy that advances nursing education and collaborative educational practice with community partners.
- b. Recognized for their expertise in nursing education and are invaluable assets to the nursing education community.
- c. Dedicated to transforming nursing and nursing education by influencing change, advancing excellence in nursing education, and empowering others to achieve success as nurse educators within and external to one's work role and position.

Make a Difference

Current fellows may include individuals who direct centers of educational innovation, expand the science of nursing education, provide leadership for contemporary curriculum development, formulate student retention strategies, and support the growth and development of novice educators. They hold leadership positions in higher education, initiate programs to recruit and retain minority students, establish clinical partnerships, influence statewide and national education policy, create sustainable models to improve student learning, and more.

	Regular	Retired ¹	Honorary
NLN membership	Y	Y	N
Are you a nurse	Y	Y	N
Who applies	Self	Self or nominator	Nominator
Written consent to application	N	Y	Y
Number of nominator states required (one must be from a current ANEF)	2	2	3
Must have made substantial contributions to nursing education?	Y	Y	Y (or to nursing, or the NLN)
Must have made enduring contributions to nursing education?	Y	Y	N
Must provide evidence of plans to continue contributing to the Academy	Y	N	N
Application deadline	Feb 14	Feb 14	Feb 14
Application fee	\$300	\$100	\$300
Annual dues	\$150	\$100 ²	waived

Academy Review Panel

All Academy applications are thoroughly reviewed by a panel of peers appointed by the NLN president. Following the Academy Review Panel meeting, the NLN Board of Governors reviews and votes on all recommendations before candidates are notified of the panel's decision.

¹ To be considered retired, the candidate must not have been employed in any capacity for at least three years. If the candidate has not been retired for three years, she/he must apply as a regular fellow.

² Current Academy fellows who are now fully retired may apply for retirement dues on the NLN website.

Regular Fellow Eligibility Criteria

A candidate for regular fellowship in the Academy of Nursing Education must

- Be, or have been, a licensed nurse
- Provide evidence of enduring and substantial contributions to nursing education in one of the following categories:³
 - Teaching/Learning innovations
 - Faculty development
 - Research in nursing education
 - Leadership in nursing education
 - Public policy related to nursing education
 - Collaborative partnerships (education/practice/community)
- Provide evidence of how he/she will continue to provide visionary leadership in nursing education and in the Academy.
- Provide evidence of how his/her contributions are congruent with the mission and goals of the NLN.
- Be a current member of the NLN (individually or through his/her school or agency).

NLN Mission Statement:

The National League for Nursing promotes excellence in nursing education to build a strong and diverse nursing workforce to advance the health of our nation and the global community.

Goal I *Leader in Nursing Education:* Enhance the NLN's national and international impact as the recognized leader in nursing education.

Goal II *Commitment to Members:* Build a diverse, sustainable, member-led organization with the capacity to deliver our mission effectively, efficiently, and in accordance with our values.

Goal III *Champion for Nurse Educators:* Be the voice of nurse educators and champion their interests in political, academic, and professional arenas.

Goal IV *Advancement of the Science of Nursing Education:* Promote evidence-based nursing education and the scholarship of teaching.

Responsibilities of Fellows

All individuals accepted into fellowship in the Academy of Nursing Education are required to:

- Attend the Academy Induction Ceremony at the NLN Summit
- Maintain membership in the National League for Nursing
- Pay annual Academy membership dues
- Participate in the community of fellows as a means of transforming nursing education.

³ Please choose your area of focus carefully. It should guide your entire application and response to self-assessment questions on page 8.

Regular Fellow Application Questions

Individuals who meet eligibility criteria may apply for fellowship in the Academy by submitting a complete online application on, or before, February 15. Applications received after the deadline will not be considered. An application is considered to be complete only if all questions are answered and payment is submitted before the deadline. No applications will be accepted by mail or email. For your convenience, the essay questions required in the online application are included below.

Application Essay Questions:

You are strongly encouraged to use the answers from the self-assessment questions on page 8, in your essay questions below. The self-assessment was compiled to give candidates the best possible chance of being inducted into the Academy.

- a. Describe your primary area of contribution for which you are known in the nursing education community. (25 words maximum)
- b. Describe how you have made enduring and substantial contributions, beyond those required of your employment, that have had a significant impact on nursing education in your primary area of contribution. Provide specific examples. (600 words maximum)
- c. Describe how you have provided visionary leadership in nursing education. Refer to the FAQ section, "What is visionary leadership?" (200 words maximum)
- d. Describe how you *will continue to provide* visionary leadership in nursing education and in the Academy. (200 words maximum)
- e. Describe how your contributions are congruent with the mission and goals of the NLN. Provide specific examples. (100 words maximum).

Nominator Statements:

Please provide two (2) nominator statements (1 must be from current ANEF) that illustrate specific examples of your enduring and substantial work in the primary area of contribution and the work's impact on nursing education.

Recommendations for excellent nominator statements include:

1. Select nominators strategically. Consider individuals who can address your accomplishments and speak to the extent and significance of your contributions. Be sure each nominator addresses different strengths in her/his statement.
 - a. A least one statement must come from an individual outside of your institution.⁴
2. Provide nominators with information bullets that specifically address your accomplishments relevant to your applicable area of contribution.

⁴ Current NLN Board of Governors, NLN Foundation Board of Trustees, Academy review panel members, and NLN staff may not be used as a nominator. An application including a letter from one of these individuals will be disqualified.

3. Provide nominators with your curriculum vitae and essay question responses.
4. Provide nominators with the NLN's mission and goals.
5. Formatting requirements for nominator statements. Failure to follow these requirements will result in a disqualified statement.
 - a. All statements should be addressed to the "Academy of Nursing Education Review Panel Members."
 - b. Each nominator statement is limited to 500 words.
 - c. The statements must be on formal letterhead, signed by the writer, and submitted in PDF format with the online application. The statement needs to include the writer's name, credentials, affiliation, and contact information.
 - d. When the statements are uploaded to the online application, please ensure that the candidate's last name is included in the document file name.
6. Additional statements, beyond the two requested, will not be considered.

For the nominator: Your comments should enhance the application without repeating examples and content already provided by the candidate. As you are writing a statement for the candidate, please be specific about how she/he has made enduring and substantial contributions to nursing education in their primary area of contribution. Any questions about the specific nominator statement you are preparing should be directed to the candidate.

Curriculum Vitae:

Please consider your curriculum vitae as a way of enhancing your overall application. Relevant items discussed in your statements and in the nominator statements, should be evidenced in your curriculum vitae. A current curriculum vitae that supports your application, substantiates your primary area of contribution to nursing education and emphasizes accomplishments to enhance your application.

Specifications for your curriculum vitae include:

1. Your CV can be no more than 6 pages, 11pt font, with one-inch margins and must be uploaded in PDF format to your online application.
2. List your membership in professional organizations, including membership in the NLN.
3. Please list your involvement in professional initiatives and groups.
 - a. Service on committees, panels, and task groups. If describing group-related regional, state, and national work, be specific regarding your role and contributions to the group.
4. Please list published articles *only*. Do not list articles that have been accepted for publication, but have not yet been published.
5. Please list funded grants received and clearly identify your role in the grants (PI, co-PI, data collector, statistician, etc.). Identify the grant's contribution to nursing.
6. Please list your presentations.

7. Please include awards and honors received. Do not include awards you were nominated for, but did not receive.
8. Select entries for your CV that are relevant to, and show impact in your selected *area of focus*. (listed on page 4).
 - a. Please include only unpaid consultations.
9. Remember to include any related community, state, regional, national, or international appointments or evidence that indicates that peers consider you an expert who has and will continue to contribute to the nursing education and/or science of nursing.

Overall application:

It is the responsibility of the candidate to ensure that all documents and associated fees are included in the application. Incomplete applications will not be reviewed. The non-refundable fee will not be returned for incomplete submissions, and a new fee will be required for future re-submission.

- Use content from your self-assessment to form the foundation for your application.
 - Organize each section chronologically beginning with your most recent activities.
 - Communicate clearly the evolution of your work and implications for the future.
- Please review the FAQs on page 17 to assist with your application.
- Contact a current Academy of Nursing Education Fellow to discuss the application process; ask the fellow if she/he will review your application. A cohesive application is a critical component of a successful application.
- Before submission, read your application aloud, rewriting any areas that seem awkward. Ask 2-3 of your colleagues to review your application before submission.

Ready to apply? Please begin by completing the self-assessment on page 8 of this handbook. Your answers should be used in your application.

Are You Ready to Apply? Self-Assessment for Regular Candidates

The Academy Review Panel will attempt to answer the questions below as they read your application statements, curriculum vitae, and letters of reference. Therefore, the best advice the Academy Review Panel offers to potential candidates is to complete these questions as a self-assessment before applying for fellowship, and when applying, to integrate the answers to these questions into your essay statements.

Everything listed below is a requirement for "enduring and substantial:"

1. Do you have a focused body of work?
 - How are you recognized as an expert by your nursing colleagues in one of the six areas of focus? See page 4 for a list of possible options.
2. How has your work impacted nursing education at a state, regional, national, or international level?
3. What evidence do you have to show meaningful outcomes for your body of work?
4. How has your dissemination of this work impacted the nursing education community?
5. Is the work significant to nursing education?
 - For example, have you been a primary or co-investigator of a state, nationally, or internationally funded research project? Was the project successfully implemented and results disseminated or is there a well-developed plan to accomplish this goal in the near future?
 - Have you contributed significantly to a body of research that impacts nursing education?
6. How is your work enduring and substantial in your area of focus? Are your contributions a result of continued, focused effort which has occurred over time?
7. Now, and in the future, how will you be a visionary leader (evidenced by teaching, service, research and/or consultation) for nursing education?
8. How you can assist in advancing the NLN's mission, and provide a clear vision to assist in achieving the NLN's goals?

See the FAQs on page 17 for a list of common reasons that applications are not accepted to the Academy.

Consider: Of your responses to the questions above, which can be described best by your nominators? Please do not repeat examples in your application.

Retired Fellow Eligibility Criteria

A candidate for honorary fellowship in the Academy of Nursing Education must:

- Be, or have been, a licensed nurse.
- Must be retired for at least three years.⁵
- Provide evidence of his/her enduring and substantial contributions to nursing education in one of the following areas of focus:
 - Teaching/Learning innovations
 - Faculty development
 - Research in nursing education
 - Leadership in nursing education
 - Public policy related to nursing education
 - Collaborative partnerships (education/practice/community)
- May be nominated by another fellow or apply themselves.
 - If not self-nominated, candidate must consent in writing to the nomination.
- Have NLN membership.
- Support the mission of the National League for Nursing. (See mission below.)
- Submit application on time to be considered for fellowship.

Retired fellows are entitled to use the credential "ANEF" and receive retired fellowship status in the Academy.

Retired Fellow Fees and Annual Dues

Retired Application Fee	\$100
Annual Fellowship Dues	\$100

NLN Mission Statement:

The National League for Nursing promotes excellence in nursing education to build a strong and diverse nursing workforce to advance the health of our nation and the global community.

Goal I *Leader in Nursing Education:* Enhance the NLN's national and international impact as the recognized leader in nursing education.

Goal II *Commitment to Members:* Build a diverse, sustainable, member-led organization with the capacity to deliver our mission effectively, efficiently, and in accordance with our values.

Goal III *Champion for Nurse Educators:* Be the voice of nurse educators and champion their interests in political, academic, and professional arenas.

Goal IV *Advancement of the Science of Nursing Education:* Promote evidence-based nursing education and the scholarship of teaching.

⁵ To be considered retired, the candidate must not have been employed in any capacity for at least three years. If the candidate has not been retired for three years, she/he must apply as a regular fellow.

Retired Fellow Application Information

Retired Fellows may be self-nominated or nominated by a current Fellow⁶ in the Academy of Nursing Education.

Individuals who meet eligibility criteria may apply for retired fellowship in the Academy by submitting a complete online application on, or before, February 15. Applications received after the deadline will not be considered, nor will payment be refunded.

An application is considered complete only if all questions are answered and payment is submitted before the deadline. No application will be accepted via mail or email.

For your convenience, the information required in the online application is below.

- Online Nomination Form: A nomination form completed by a current fellow or the retired candidate. (Use answers from the self-assessment on page 13.)
- Statement: Describe how the candidate have made enduring and substantial contributions, beyond those required of your employment, that have had a significant impact on nursing education in their primary area of contribution. Provide specific examples. (600 words maximum) The lead sentence in this statement should be "*[insert candidate's name] is recognized for her/his contributions to the nursing education community in the area of [insert primary area of contribution].*"
- Statement: Describe how the candidate has provided visionary leadership in nursing education. Refer to the FAQ section, "What is visionary leadership?" (200 words maximum)
- Statement: Describe how the candidate's contributions are congruent with the mission and goals of the NLN. Provide specific examples. (100 words maximum).
- Nominator Statements: Submit two additional nominator statements for the candidate.
- Curriculum Vitae: A current curriculum vitae/resume of the candidate, no more than 6 single-spaced pages, 11pt font, with one-inch margins. It should substantiate the candidate's primary area of contribution to nursing education and emphasize the candidate's accomplishments.

Nominator Statements:

Please provide two (2) additional nominator statements (1 must be from current ANEF) that illustrate specific examples of the candidate's enduring and substantial work in the primary area of contribution and the work's impact on nursing education. The fellow submitting the nomination cannot write one of the additional nominator statements for the candidate.

⁶ Members of the current NLN Board of Governors, NLN Foundation Board of Trustees, Academy Review Panel, or NLN staff may not be used as a nominator; fellows in these groups may not nominate.

Recommendations for winning nominator statements include:

1. Strategically selecting nominators who can address the candidate's strengths in their selected area of contribution in order to present a full range of the candidate's strengths, and the extent and significance of the candidate's contributions. Be sure each nominator addresses different strengths.
 - a. A least one statement must come from an individual outside of the candidate's institution.⁷
2. Provide nominators with information bullets that specifically address the candidate's accomplishments relevant to her/his applicable area of contribution.
3. Provide the nominators with the candidate's curriculum vitae and essay questions.
4. Provide the nominators with the NLN's mission and goals.
5. Formatting requirements for nominator statements. Failure to follow these requirements will result in a disqualified statement.
 - a. Each nominator statement is limited to 500 words.
 - b. All statements should be addressed to the "Academy of Nursing Education Review Panel Members."
 - c. The statements must be on formal letterhead, signed by the writer and submitted in PDF format with the online application. The statement needs to include the writer's name, credentials, affiliation, and contact information.
 - d. When you upload the statements and curriculum vitae to your online application, please ensure your last name is included in the document name. Do *not* send the statement to the National League for Nursing.
6. Additional statements, beyond the two requested, will not be considered.

Online nominations must be received no later than 11:59 pm (EST) on February 15. Incomplete or late nominations will not be reviewed. It is the responsibility of the nominator or candidate to ensure that all documents and associated fees are included in the submission. There are no restrictions to the number of fellows a current fellow may nominate.

Failure to follow these guidelines will result in a disqualified application with no refund.

Ready to apply? Please begin by completing the self-assessment on page 13 of this handbook. Your answers can be used in your application.

⁷ Current NLN Board of Governors, NLN Foundation Board of Trustees. Academy review panel members, and NLN staff may not be used as a nominator. An application including a letter from one of these individuals will be disqualified.

Retired Fellow Status Frequently Asked Questions

Can current fellows who retire switch their fellowship status to retired?

Yes, current fellows in the Academy of Nursing Education may enter into retired fellow status the September following their retirement. To be approved, their NLN membership account cannot be affiliated with any school.

Will Academy dues be reduced if I switch to retired status?

Fellows that enter retired status will get the retired rate on annual fellowship dues.

What do I have to do to qualify for the retired fellow status?

Retirement status is only granted to those who have completely retired from employment. If you are applying as a new fellow, you need to have been retired for at least three years to be admitted in the Academy with retired status. If you have been retired less than three years, you need to apply as a regular fellow.

What if I retire, and then go back to work part-time?

Fellows that come out of retirement after entering the retired status can be switched back to regular fellowship the following year. Please inform us via email: membership@nlm.org.

Are You Ready to Apply? Self-Assessment for Retired Candidates

The Academy Review Panel will attempt to answer the questions below as they read your application statements, curriculum vitae, and letters of reference. Therefore, the best advice the Academy Review Panel offers to potential candidates is to complete these questions as a self-assessment before applying for fellowship, and when applying, to integrate the answers to these questions into your essay statements.

Everything listed below is a requirement for "enduring and substantial:"

1. Do you have a focused body of work?
 - How are you recognized as an expert by your nursing colleagues in one of the six areas of focus? See page 9 for a list of areas.
2. How has your work impacted nursing education at a state, regional, national, or international level?
3. What evidence do you have to show meaningful outcomes for your body of work?
4. How has your dissemination of this work impacted the nursing education community?
5. Is your work significant to nursing education?
 - For example, have you been a primary or co-investigator of a state, nationally, or internationally funded research project? Was the project successfully implemented and results disseminated or is there a well-developed plan to accomplish this goal in the near future?
 - Have you contributed significantly to a body of research that impacts nursing education?
6. Is your work enduring and substantial in your area of focus? Are your contributions a result of continued, focused effort which has occurred over time?
7. How have you provided visionary leadership (evidenced by teaching, service, research and/or consultation) for nursing education?

See the Frequently Asked Questions for a list of common reasons that applications are not accepted to the Academy.

Honorary Fellow Eligibility Criteria

Honorary fellows in the NLN Academy of Nursing Education are non-nurse individuals who have made substantial contributions to nursing, nursing education, or to the NLN.

A candidate for honorary fellowship in the Academy of Nursing Education:

- Must be a non-nurse. The candidate does not have a nursing degree or a nursing license. No exceptions.
- Made substantial contributions to nursing, nursing education, or to the NLN.
- Must be nominated by three (3) other individuals, at least one of whom is a current fellow in the Academy of Nursing Education.
- Cannot be self-nominated.
- Must consent in writing to the nomination.
- Is not expected to participate in the Academy community.
- Is not required to hold NLN membership
- Must have application submitted no later than 11:59 pm (EST) on February 15, to be considered for fellowship.

Honorary fellows are entitled to use the ANEF credential and receive lifetime honorary fellowship in the Academy.

Honorary Nomination Fees and Annual Dues

The honorary nomination fee, covered by the nominator(s), covers the application processing.

Honorary Nomination Fee	\$300
Annual Fellowship Dues	Waived

Honorary Fellow Application Information

Honorary fellows need to be nominated by three people, and at least one of the nominators must be a current fellow* in the Academy of Nursing Education.

Applications for honorary Academy fellowship must be submitted online on, or before, February 15. Applications received after the February 15 deadline will not be considered, nor will payment be refunded.

An application is considered complete only if all questions are answered and payment is submitted before the deadline. No application will be accepted via mail or email.

For your convenience, the information required for the online application is below.

- Online Nomination Form: A nomination form completed by the primary nominator.
- Nominator Statement (1): The lead sentence in this statement should begin with "*[insert candidate's name] primary contributions to [nursing, nursing education, or the NLN] are...*" and describe how the candidate has made substantial contributions that have had a significant impact on nursing, nursing education, or the NLN. Provide specific examples. (600 words maximum)
- Nominator Statements (2 and 3): Two secondary nominator statements are required for the candidate for a total of three separate nominators.⁸ The primary nominator cannot write one of the additional nominator statements for the candidate. If the nominator submitting the application is not an NLN Academy fellow, one of the two individuals submitting nominator statements, must be a fellow.
- The nominator statements need to corroborate the first nominator statement (within the application), but attest to different aspects of it. The statements should include examples of the candidate's substantial work in relation to nursing, nursing education, or to the NLN; and provide evidence that the candidate's body of work has had an impact. Questions about the specific nominator statements being prepared should be directed to the nominator submitting the nomination.

The nominator statements:

- Should corroborate the primary statement made, but attest to different aspects of it in order to provide a well-rounded picture of the candidate.
- Must describe the nominator's association with the candidate.
- Must address the candidate's qualifications for honorary fellowship.
- Can include evidence of the candidate's substantial contributions to nursing, nursing education, or to the NLN.
- Can include comments on how the candidate's contributions have had an impact on nursing, nursing education, or the NLN.

⁸ Members of the current NLN Board of Governors, NLN Foundation Board of Trustees, Academy Review Panel, or NLN staff may not be used as a nominator; fellows in these groups may not nominate.

Format requirements for nominator statements; failure to follow these requirements will result in a disqualified statement:

- Both secondary nominator statements are limited to 500 words.
 - Must be on formal letterhead and include nominator's name, credentials, affiliation and contact information.
 - Are addressed to "Academy of Nursing Education Review Panel Members"
 - Are sent directly to the primary nominator in PDF format. Do *not* send the letter to the National League for Nursing.
-
- Curriculum Vitae: A current curriculum vitae/resume for the candidate is required. The document can be no more than 6 single-spaced pages, 11pt font, with one-inch margins. It should substantiate the candidate's contribution to nursing, nursing education, or the NLN, and emphasize the candidate's accomplishments.

Online nominations must be received no later than 11:59 pm (EST) on February 15th. Incomplete or late nominations will not be reviewed. It is the responsibility of the nominator to ensure that all documents and associated fees are included in the submission. There are no restrictions to the number of fellows a current fellow may nominate.

Failure to follow these guidelines will result in a disqualified application with no refund.

Application Timeline and Fees

Timeline for the Academy Application Cycle

February	Applications must be submitted online to the NLN by 11:59 pm (EST) on February 14.
March	Applications and review/recommendation forms will be sent to Review Panel.
April	Review Panel meets to discuss all applications. Recommendations for new fellows sent to NLN Board of Governors
April-May	NLN Board of Governors will act on recommendations regarding new fellows.
May-June	All candidates notified of the outcome of the review process.
September	New fellows will be inducted at the NLN's annual Education Summit. A dedicated Academy luncheon is offered for fellows attending the Summit.

Fees

In addition to the fees noted below, fellows are required to maintain membership in the NLN, either through their school or as an individual member.

Regular Fellows

Academy application fee	\$300
Annual Academy fellowship dues	\$150

Retired Fellows⁹

Academy application fee	\$100
Annual Academy fellowship dues	\$100

Honorary Fellows¹⁰

Academy application fee	\$300
Annual Academy fellowship dues	Waived

Payment:

Payment instructions are included on the online form. The application fee can be paid online with credit/debit card, or you can send a check. Please make check payable to National League for Nursing, and mailed to NLN, Attn: Recognition Programs, 2600 Virginia Ave NW, 8th Floor, Washington, DC 20037.

⁹ To be considered retired, the candidate must not have been employed in any capacity for at least three years. If the candidate has not been retired for three years, they must apply as a regular fellow.

¹⁰ Honorary fellows are exempt from NLN membership requirement, and annual Academy dues.

Frequently Asked Questions

What are the most common reasons regular and retired applications are not accepted to the Academy?

1. Candidate does not show enough evidence of enduring contributions across many years and/or does not show evidence of the impact of this work.
2. Candidate does not have a clear body of work for which he/she is known and/or has not disseminated his/her work in ways that have influenced and advanced nursing education.
3. Candidate's body of work is not in nursing education or has not influenced nursing education.
4. Candidate seems to have applied to the wrong area of focus and therefore the application is not consistent or cohesive. See list of areas below:
 - Teaching/Learning innovations
 - Faculty development
 - Research in nursing education
 - Leadership in nursing education
 - Public policy related to nursing education
 - Collaborative partnerships (education/practice/community)

If my contributions have been in the area of clinical practice or public policy, am I eligible for fellowship?

While contributions to the advancement of clinical nursing practice or public policy related to health care delivery are important, they are not the type of contributions expected of regular or retired fellows in the Academy of Nursing Education. However, if candidates can demonstrate how his or her work in clinical practice or public policy enhance nursing education, this work will meet the application requirements.

What is an example of evidence of my work?

Give specific information about the outcome, results, or use of your work. For example, "developed an innovative curriculum" is not as specific as *"Consulted with several schools to revise their BSN curriculum to include informatics competencies. Results of employer surveys at these schools indicated students were better prepared for clinical practice in their agencies because of the revisions to the curriculum."*

Do I need to identify a primary area of excellence?

Yes, you must identify a primary area of excellence (area of focus). While most candidates have expertise in many areas of nursing education, the candidate should identify one overarching theme or area that encompasses the other areas of excellence.

If I don't have a doctoral degree, can I still apply to become a fellow?

Yes. The criteria for regular and retired fellowship only require that you are or were licensed to practice as a nurse.

FAQs

What are the characteristics of the candidates selected to become fellows? Candidates must meet all eligibility criteria and present a cohesive application. Accepted candidates have answered all of the questions in the self-assessment with strong, clear evidence and incorporated this information into their essay statements, nominator statements, and curriculum vitae.

What should I include in my curriculum vitae?

The curriculum vitae provides evidence of your enduring and substantial contributions to nursing education. In addition to a condensed section of biographical information (education, relevant employment history), the curriculum vitae should provide concrete information about your primary area of excellence and include examples of honors and awards, publications, presentations, research, and service in that area.

By selecting relevant examples, your curriculum vitae can demonstrate a record of continued contributions, for example a sustained record of dissemination of your work (publications, presentations); or a leadership trajectory, for example moving from a committee member, to a committee chair, to a member of a board of the organization. If there are unusual circumstances or gaps (for example, gaps of employment, service, or publication productivity) it is appropriate to comment on these in your statement.

What is visionary leadership?

Visionary leadership refers to one's ability to envision changes that will enhance and improve nursing education and enlist others to help make that vision become reality. It involves true leadership skills including effective communication, an ability to articulate the vision clearly, an ability to work collaboratively with others, an ability to manage conflicts that may arise during the process of change, dedication to and passion about the vision, and a willingness to take risks.

The vision may relate to any number of education-focused concerns including promoting student engagement in the learning process, finding ways to help disadvantaged students be successful in nursing, integrating technology into the learning process, or enhancing the transition of individual from clinical roles to the teaching role. Articulation and realization of the vision may occur through publications, presentations, research, consultation, service in professional organizations, mentoring, or any number of other strategies.

If I teach in an associate degree or practical nurse program, am a consultant or am not a nurse, can I become a fellow?

Yes. There are no requirements that fellows teach in any particular type of program or that they hold a faculty appointment at all. Individuals who are in faculty positions may teach or hold administrative or staff positions in practical nurse, associate degree, diploma, baccalaureate, master's, or doctoral programs in nursing. Individuals who do not hold faculty appointments also are eligible for fellowship. Non-nurses are eligible for fellowship through the honorary application process.

Do I have to have a strong record of funded research in order to be recommended as a fellow?

No. It is not a requirement that you have a strong record of funded research for recommendation to fellowship. If you have completed extensive research – with or without funding-it must be research that clearly impacts nursing education. For example, research

FAQs

into nursing interventions related to care of a particular patient population may inform what a faculty member teaches, but it does not influence nursing education per se. Research that influences nursing education itself focuses on teaching and learning, curriculum design and implementation, faculty development, new pedagogies, and so on.

More important than the completion or funding of this research is that you demonstrate how the findings from your studies have influenced the design and delivery of nursing education. For example, you might list schools or faculty who are using your work or the extent to which your work is cited by scholars outside your own school.

May I submit the application by mail?

No. The NLN will not accept applications submitted by mail. All documents (application, statement, curriculum vitae, and nominator statements) must be submitted online.

Is there a limit to the number of fellows who can be inducted in any given year?

No. There is no minimum or maximum number of fellows to be inducted in any given year. If 100 applications are received and each one clearly meets all criteria for fellowship, all 100 can be recommended for induction as fellows. Likewise, if there are 25 applications and only five meet all criteria, then only those five will be recommended for induction as fellows.

If I am not selected for fellowship the first time, may I apply again?

You may apply again after two years. The Academy Review Panel believes that at least two years is needed for any candidate to improve their application before reapplying. There is no limit to the number of times a person can submit an application to be considered for fellowship in the Academy of Nursing Education.

Policies of the NLN Academy of Nursing Education

POLICIES OF THE **NLN** ACADEMY OF NURSING EDUCATION

PURPOSE

The purpose of the NLN Academy of Nursing Education is to foster excellence in nursing education by recognizing and capitalizing on the wisdom of outstanding individuals in and outside the profession who have contributed to nursing education in sustained and significant ways. Fellows are expected to provide visionary leadership in nursing education and in the academy, and to support the vision of the National League for Nursing.

Section 1: GOVERNANCE

The Academy of Nursing Education is responsible and accountable to the NLN Board of Governors which awards all fellowships.

Section 2: FELLOWS

Academy fellows are individuals who have been selected for fellowship based on:

- a. Their enduring and substantial contributions to nursing education in one of the following categories:
 - i. Teaching/learning innovations
 - ii. Faculty development
 - iii. Research in nursing education
 - iv. Leadership in nursing education
 - v. Public policy related to nursing education
 - vi. Collaborative partnerships (education/practice/community), AND
- b. Their potential to provide leadership in nursing education in the academy, AND
- c. Congruency of their contributions with the mission and goals of the NLN

Section 3: CATEGORIES

Academy fellows include regular fellow and honorary fellows.

- a. *Regular fellows* are nurses who meet the criteria as noted in section 2 above and who hold membership in the NLN.
- b. *Honorary fellows* are nurses who have retired or individuals outside the nursing profession who have made enduring and substantial contributions to nursing education that are congruent with the NLN's mission and goals.

Section 4: ADMISSION TO FELLOWSHIP

In order to be admitted, a candidate must be selected and inducted into fellowship.

Policies of the NLN Academy of Nursing Education

- a. *Selection*: the Academy Review Panel shall review and select candidates for admission. A candidate for review must be selected by an affirmative vote of 51 percent of the review panel members present and voting. The NLN Board of Governors approves all selections.
- b. *Induction*: Admission as a fellow of the Academy of Nursing Education is contingent on attendance at the next induction ceremony following selection or at the succeeding induction ceremony. This requirement is waived for honorary fellows and may be waived in exceptional circumstances for regular fellowship.

Section 5: DUES

Fees, determined by the NLN Board of Governors, are due by September 30 annually. The fellowship year is October 1 -September 30. Current annual dues are \$150 for regular members, \$100 for retired members, and waived for honorary members.

Section 6: GOOD STANDING

A fellow in good standing is one who meets the qualifications specified in Section 3, has been inducted into fellowship and is current on all dues.

Section 7: FELLOWSHIP RESPONSIBILITIES

Fellows are responsible for maintaining active participation in the community of fellows as a means of transforming nursing education and contributing to the work of fellowship.

Section 8: RIGHTS

Fellows in good standing have the following rights:

- a. To be designated as an *Academy of Nursing Education Fellow*
- b. To use the ANEF credential following their names
- c. To be named in and have access to the *Directory of Fellows*

Section 8: INACTIVE STATUS

A fellow who experiences hardship that prevents him or her from paying dues may request *Inactive Status*. Inactive status is granted for one year but may be extended upon request.

Section 9: LAPSED FELLOWSHIP AND REINSTATEMENT

The membership of a fellow who has not paid dues owed by thirty (30) days past the published deadline, and who has not requested *Inactive Status* as described in section 8, shall be considered lapsed. A fellow whose membership has lapsed may submit a written request for reinstatement. As a condition of reinstatement, full or partial payment of any past dues owed may be required.