



## 2023 Individual Awards FAQ

*Be sure to review the Individual Awards Training Webinar located on [the awards website](#) for complete information like nomination checklist, notifications, nominator responsibilities, submission guidance, disqualification criteria, how to complete an application and tips for applying.*

### **Where do I find the links to apply for an award?**

All of the links to specific awards applications are located in the Awards Packet [found on our website](#).

You can scroll to page 10 and click on the specific Award you would like to submit a nomination and it will direct you to the information and link to apply.

### **Will I receive notification from Smarter Select if I'm nominated?**

Yes, if the nominator entered your name and email in an application you would receive an email to complete your contact and demographic information.

### **Can one individual be nominated for more than one award?**

Yes, a nominee can be submitted for one more than one award with the understanding that the nominee can receive a maximum of one award.

- Exception: The Patent Recognition Award may be received in conjunction with any other SWE award.

### **How long are the supporting letters allowed to be?**

There is no limit for the supporting letters.

### **I have a patent that is pending and do not have a patent number yet. Would I still qualify for the Patent Recognition Award?**

You need a formal patent number and to move beyond "pending" in order to qualify for the Patent Recognition Award.

### **Can SWE provide a list of members that are employed with our company for the awards that require membership?**

We cannot provide a list of members but you could send a list of names and emails and we can try to find them. Or contact the nominee and ask them for their membership ID.

### **Does a nominee get disqualified if they are over the years suggested in the award description?**

Yes, a nominee will get disqualified if they are over (or under) the years of experience required for the award.

### **How do I calculate Years of Experience?**

**A:**

What counts as one year of experience?	What does not count as towards years of experience?
Each year of full-time work in the fields of engineering, engineering technology, or science related to engineering	Internships, co-ops, or graduate assistantship (research or teaching assistant) while in school
Each year of part-time work in the fields of engineering, engineering technology, or science related to engineering	Periods of unemployment
Each advanced technical degree (*) obtained while <u>not</u> working full time or part time	All other degrees (**)

Table 1: Years of Experience Calculation

- (\*) The following are considered "Advanced Technical Degrees" and should be counted in the years of experience calculation if obtained while not working full-time or part-time:
  - Master's Degrees in engineering, engineering technology, or science related to engineering (count as 1 year)
  - Dual Bachelor's / Master's Degrees in engineering, engineering technology, or science related to engineering (count as 1 year)
  - Doctorate degrees in engineering, engineering technology, or science related to engineering (**count as 2 years – Updated in FY22**)
- (\*\*) The following are not considered "Advanced Technical Degrees" and should not be counted in the years of experience calculation:
  - Bachelor's Degrees in science, technology, engineering, mathematics, or similar field of study
  - Master of Business Administration (MBA) or similar non-technical master's degrees
  - Doctorate in Business or similar non-technical doctorate degrees
  - Any degrees obtained while working full time or part time in the fields of engineering, engineering technology, or science related to engineering



Please contact [awards@swe.org](mailto:awards@swe.org) if you have any questions about calculating years of experience.

Experience Type	Guideline	Start Date	End Date	Years of Experience
Internship or Co-Op or Graduate Assistantship	Internship does <u>not</u> count as part time experience.	May 2005	August 2005	0
Full Time Experience	Each year of full-time work will count as one year of experience.	June 2006	December 2009	3 years 6 months
Part Time Experience	Candidate obtained the master's degree while going to work part-time. Count the part-time years of working.	January 2010	December 2011	2 years
Advanced Technical Degree obtained while working part time	Candidate obtained the master's degree while going to work part-time. Do not count the master's degree.	January 2010	December 2011	0
Full Time Experience	Each year of full-time work will count as one year of experience.	January 2012	June 2012	5 months
Unemployment Period	Periods of unemployment are <u>not</u> counted toward years of experience.	June 2012	January 2013	0
Full Time Experience	Each year of full-time work will count as one year of experience.	January 2013	March 31, 2022	9 years 2 months
Total				15 years 1 month

**According to the rounding rule in the Years of Experience section (page 4-5), the total Years of Experience would be 15 years.**

