



HONORIFIC AWARD GUIDELINES FOR NOMINATORS

These guidelines apply to all Academy Honorific awards.

In addition to completing the online nomination form and uploading all the required documents, please take care with the written aspects of the nomination. Award committees have observed that the quality of nominations can vary considerably, and it may have an effect on which candidates are shortlisted.

The best nominators are experts in the field, who are familiar enough with the candidate's work to make the case to a committee of their peers that the candidate is deserving of the award. The Academy advises against using professional grant writers as the primary authors of a nomination, as a lack of specific scientific insights into the candidate's work can disadvantage them. For similar reasons, we advise against the use of generative AI in nomination writing.

Eligibility Criteria

Eligibility criteria will be detailed on individual award webpages. Award webpages can be navigated to from the following landing page: www.science.org.au/awards

Please ensure that your nominee meets the eligibility criteria at the time of nomination.

Serving members of the Council of the Australian Academy of Science and members of the Award Committee dealing with the award in question are not eligible to be nominated for Academy awards, except in the case of outgoing members of Council, who may be nominated in their outgoing year for all awards except the Macfarlane Burnet, the Ruby Payne-Scott and the Matthew Flinders Medals.

In accordance with the objectives of the Honorific Awards, a recipient of an Academy early-career honorific award is not eligible for nomination for another early-career award or a mid-career honorific award. A mid-career honorific award recipient will also not be eligible for nomination for an early career honorific award or another mid-career award. Candidates who are Fellows of the Academy at the time of nomination are ineligible to be nominated for early and mid-career honorific awards (accordingly, newly elected Fellows cannot be carried forward to subsequent rounds).

The Dorothy Hill, Nancy Millis and Ruby Payne-Scott Medals are for women only. These medals are open to nominees who self-identify as a woman in the award nomination form. The Academy does not require any statement beyond a nominee's self-identification in the nomination form.

This practice is consistent with the Sex Discrimination Act 1984, which has recognised the non-binary nature of gender identity since 2013, and gives effect to Australia's international human rights obligations. The Academy remains committed to the fundamental human rights principles of equality, freedom from discrimination and harassment, and privacy, as well as the prevention of discrimination on the basis of sex and gender identity.

Nominees who indicate that they identify their gender as neither a man nor a woman, and are nominated for the above three awards, will have their nominations referred to the Chair of the Academy's Diversity and Inclusion Advisory Committee to determine whether they have detailed any other gender category that would identify them as a woman (as per the Sex Discrimination Act 1984).



Nominators must receive permission from the nominee to nominate them, and nominees should be asked to ensure that only one nomination is put forward for them per eligible award per round. Nominees can be put forward for more than one eligible honorific award but will only be eligible to be awarded one award, as decided by Council.

For all Career and Premier Honorific awards, a candidate may not be put forward for nomination for the same award in the two subsequent award rounds if either of the following apply: they have been nominated and not shortlisted for three subsequent rounds; or have completed their three-round shortlisting carry over period.

Premier Awardees can be awarded a second Premier Award, but not in the same award year.

Shortlisting

Eligible shortlisted nominations will be invited to be carried forward to the following round, for a maximum of three award rounds (original year of nomination plus up two carry forward years). Nominators will be invited to update the nomination in each round it is carried forward into. The Academy strongly recommends nominators update nominations.

At the Award Committee's discretion, very highly ranked candidates who would otherwise not be eligible for consideration in subsequent rounds due to the Post PhD or other eligibility criteria may be invited to be considered in the subsequent award round. This procedure does not apply to candidates for biennial Early and Mid-Career awards and awards with rotating award fields.

Candidates shortlisted for biennial Career and Premier awards will be carried forward into the next round the award is offered in.

Australian Residency

Winners of all awards except the Haddon Forrester King Medal should be mainly resident and/or have a substantive position in Australia at the time of the nomination deadline. Unless explicitly stated in the awarding conditions, the research being put forward for the award should have been undertaken mainly in Australia. Some awards have more specific conditions, and nominators are advised to read the conditions associated with each award very carefully. Unless otherwise stated in the award conditions, nominees are not required to be Australian citizens or permanent residents.

Career-Stage/Award Categories

1. Early-Career Honorific Awards are directed at researchers who are still establishing their reputations but have done work of international significance. The Awards are open to persons up to 10 years post the letter advising that their PhD has been passed (or equivalent first research doctorate, e.g. PhD, D.Phil., D.Psych, D.Sc.). This time limit can be increased in the case of disruptions and barriers to research time as defined below.
2. Mid-Career Honorific Awards are directed at independent researchers who have established and are leading their own research groups (or labs). The Awards are open to persons 8 to 15 years post the letter advising that their PhD has been passed (or equivalent first higher degree, e.g. D.Phil., D.Psych, D.Sc.). This time limit can be increased in the case of disruptions and barriers to research time as defined below.



3. Premier and Career Honorific Awards recognise achievement over the whole career.

Fellows and non-Fellows of the Academy can provide nominations for either Fellows or non-Fellows for all awards.

Career interruptions

The Australian Academy of Science is committed to ensuring that all eligible researchers can be considered for awards and collects career interruption information to assess their opportunity to demonstrate scientific excellence. Accordingly, extensions to the post research doctorate eligibility requirements for Early and Mid-Career awards will be provided for qualifying career disruptions.

Career disruption or barrier: A career disruption or barrier is one that has caused prolonged impact on a nominee's capacity to conduct high-level research in the period since the award of their first research doctorate. It may be due to reduced opportunities for research which may be due one or more of the following:

Prolonged absences due to employment outside academia; unemployment, part-time employment; childbirth; parental leave; carers' responsibilities; misadventure; limited or no access to facilities and resources—such as through workplace interruptions; disaster management and recovery; medical conditions; disability; caring and parental responsibilities, community obligations, including Aboriginal and/or Torres Strait Islander cultural practices and protocols or illness.

An additional 6 months (pro rata) can be applied per year of eligible career disruption to take into account the fact that it can take some time to get back up to speed after a period of extended leave.

Achievement relative to opportunity: Candidate achievements are judged relative to opportunity. The approach aims to give more weight to the overall quality and impact of achievements rather than the quantity, rate or breadth of particular achievements, which in many instances is directly related to time and resources available rather than talent, merit or excellence. An assessment of a candidate's opportunity to demonstrate scientific excellence will take into account the factors below, based on the Research Opportunity and Performance Evidence (ROPE) guidelines of the Australian Research Council (ARC).

- research training; employment in research positions, either within the research sector or outside academia, including the research component and/or full-time-equivalence of positions; research and development activities; industry engagement; research environment, including supervision, mentoring and leadership; professional development; research management experience, and access to research and support facilities.

The Academy Vice Presidents have oversight of this process.



NOMINATION PROCESS

Closing Date – Nomination submissions are due by midnight 24:00 (AEST) 1 May 2025.

1. Nomination Form

Nominations are to be submitted online. Links to the nomination form can be found on the webpage for each award: www.science.org.au/awards

2. Brief Citation (Up to 1600 words for Career Award Nominations and up to 800 words for Early-Mid Career Nominations)

The citation should:

- Describe the candidate's key discoveries and/or achievements in a clear, concise and sufficiently technical way to allow committee members to make a confident assessment of the candidate's work; and
- Describe the nature, impact, and importance of the candidate's discoveries and achievements in relation to their scientific discipline, including explicit reasons explaining why the nominator considers that the candidate should be considered for the award.
- Explicitly state the connection between the candidate's work and the award. Be sure to fully read the award description to understand which sub-fields it recognises.

3. Full Curriculum Vitae

Include a full publications list and any evidence of international standing, major awards, fellowships and invited, keynote or plenary talks, where appropriate to the award.

4. List of 10 Publications

A list of up to 10 most significant publications (of most relevance to the award for which you are nominating), each including up to 50 words on why they are significant. Outline the candidate's specific role in the research and indicate percentage contribution.

Where an award states that the research must have been mainly conducted in Australia, it should be clearly stated which of the candidate's most significant publications resulted from their research carried out in Australia.

5. Non-Technical Description of the Work (150 words)

The non-technical description of the candidate's work should be directed to a non-scientific audience and cover the significance of the candidate's research and its broader implications. This description may be used by the Academy for publicity purposes, if the candidate is successful.

6. Referees

The nominator is responsible for ensuring that the minimum required references are received by the Academy by the 1st of June referee report deadline (*excepting the Macfarlane Burnet, the Matthew Flinders and the Ruby Payne-Scott Medals, which do not require referee reports*). When nominations are submitted, the referees listed on the nomination will be emailed by the online award nomination submission system and sent the guidelines for referees. These can also be downloaded from the award webpage for reference. Please ensure that the referee



emails listed are correct and working and that referees are alerted to look for this email when the nomination is submitted.

Nominators will receive an automatic email when a referee submits their reference through the online nomination system. Nominators can also check the status of the referee reports within the nomination form. After submission, within the 'referee details' tab, a message will appear above the referee's name after they have submitted their nomination.

Nominators should choose referees based on their standing in the relevant scientific field. There is a minimum requirement of three referees. The maximum number of referees is six. At least one of the referees is required to be based internationally and at least two should be independent (i.e., not have/have had a significant professional or personal relationship with the candidate). It is preferable that not all referees are from the same institution or have strong collaborative ties with the candidate.

Nominators cannot also act as referees for the same candidate.

Referees may be deemed to be non-independent for a number of reasons including, but not limited to, if they:

- a. Have or have had a close personal relationship (including enmity) with the candidate;
- b. Have a professional research relationship with the candidate including:
 - i) are negotiating/hold/have held within the past two years a research proposal conjointly with the candidate. (In proposals with a very large number of investigators, such as large centres or infrastructure grants, this may not be a direct conflict unless there is close collaboration);
 - ii) have been a collaborator or co-author with the candidate on a research output within the past four years (from research output acceptance date, not date of publication). Co-authorship on papers with a very large number of authors may not be a direct conflict, unless there is close collaboration.
 - iii) have ever been an academic supervisor of the candidate, e.g. when the candidate was a research student or post-doc;
 - iv) have been an employment supervisor/direct line manager of the candidate within the past five years;
- c. Have been in the same division/department/section of the organisation employing the candidate or the same research centre as the candidate and in the same research field or a closely related research field as the candidate (including e.g., in an honorary capacity) within the past two years.