American College of Neuropsychopharmacology Member to Fellow Promotion Submission Procedures--2013*

*Promotion becomes effective January 1, 2014

As stated in Article III, Paragraph 3 of the Constitution, "Fellows shall be chosen from Members who have not less than five years standing as Members and who have made substantial contributions to the College and to the field of neuropsychopharmacology." (To be eligible for promotion you must have become a Member in 2009 or earlier.) Contributions to the College are primarily, but not exclusively, defined by the following:

- Has attended at least 75% of the Annual Meetings since becoming a member.
- Has presented at 2 meetings within their term as a member. (Poster Presentations Included)
- Is a reviewer in good standing with *Neuropsychopharmacology*.
- Has served on a committee or has volunteered to serve.

Members are urged to apply for Fellow status since this is the pool from which Council and Officers are selected. To be considered for a promotion from Member to Fellow, the candidate must:

Step 1: Prepare required documents. The required documents are as follows:

- **Curriculum Vitae -** An up-to-date document including a complete list of publications.
- ACNP Activity Sheet Upon request, the ACNP Executive Office will provide a completed document listing your ACNP activities since becoming a member of the College. You will need to check it for accuracy and make any needed corrections.
- **Reporting Requirements -** The Reporting Requirements form may be obtained on the ACNP website, acnp@acnp.org, or by clicking the link below.

Please note: In a May 2011 decision, Council agreed to a policy change that eliminates the need for support letters as a requirement for promotion from Member to Fellow.

Step 2: Submit Nomination Package On-line. To begin the submission process, go to:

http://www.acnp.org/membership/applications.aspx

- **Complete on-line information -** You will be asked to provide personal and professional information
- ➤ **Upload documents -** There are three (3) mandatory uploads that must be completed and submitted. All documents must be submitted in PDF format.

Applications must be submitted on-line:

http://www.acnp.org/membership/applications.aspx

COMPLETED APPLICATIONS MUST BE SUBMITTED BY SEPTEMBER 18, 2013

Late or incomplete packages will not be reviewed. Promotions will be discussed by the Membership Committee and recommended to Council during the 2013 ACNP Annual Meeting. New ACNP Fellows will be announced at the Business Meeting on Wednesday, December 11th. All candidates will be notified by December 20, 2013.