ACNP 2021 Application for Member to Fellow Promotion Procedures

**Promotions become effective January 1, 2022*

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 2017 or earlier.)

Contributions to the College are primarily, but not exclusively, defined by the following:

1. Has attended at least 75% of the Annual Meetings since becoming a member *(mandatory minimum for automatic promotion).*
2. Has presented at 2 meetings within their term as a member. (Poster Presentations are included).
3. Is a reviewer in good standing with *NPP*.
4. Has served on a committee or has volunteered to serve.
5. Has served as a mentor or has volunteered to serve.

Members are urged to apply for Fellow status, as this is the pool from which Council and Officers are selected. *Any Member meeting the mandatory minimum attendance requirement plus 3 of the 4 additional contribution criteria will be automatically promoted to Fellow. Members must still complete the application even if eligible for automatic promotion.*

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 –** PDF Upload
  - An up-to-date document including a complete list of publications.

- **ACNP Activity Sheet –** PDF Upload
  - Please download your activities from the "My Activities" button on the conference website, https://acnp.societyconference.com/v2/, or by logging in to the ACNP website, https://acnp.org/, and selecting "My Activities" from the Members Only column on the right hand side of the page. Please confirm all information is correct, and then save as a PDF to upload. *Please note, the reviews information for our journal, *NPP*, will be uploaded into our system in July. Please contact the journal at journal@acnp.org for the most up to date information.

- **Reporting Requirements** – Attestation questions on membership requirements.

Step 2: Submit Nomination Package Online. ACNP Submission Site

To begin an application, please log in using your ACNP credentials (login email and password), choose "Access my Dashboard" and then "Submit New Member Nominations and Promotions".

- **Upload Documents –** All documents must be submitted in PDF format.

Completed applications must be submitted by September 2, 2021.

Late or incomplete packages will not be reviewed. Promotions will be discussed by the Membership Committee and recommended to Council during the 2021 ACNP Annual Meeting. New ACNP Fellows will be announced at the Business Meeting. All candidates will be notified by early January 2022.