

## **FELLOWSHIP APPLICATIONS**

Applicants must meet the following requirements for admission to the Postdoctoral Fellowship Program:

1. U.S. Citizenship
2. Applicants must complete all requirements of an APA-Accredited doctoral program in clinical or counseling psychology **and** an APA-Accredited internship in clinical or counseling psychology prior to entering the program. Applications are accepted from applicants who are currently in the process of completing these requirements.
3. All offers for our Postdoctoral Fellowship Program are contingent upon the applicant meeting all academic requirements for their doctoral degree. Evidence in the form of a copy of the doctoral diploma, an official transcript with awarding date of the doctorate, or a written attestation of doctoral degree from the Psychology Department Chair are acceptable forms of proof. Our Program must receive proof of doctoral degree no later than August 1, 2016. If the applicant cannot meet this deadline, the applicant may request a 30-day extension, to which the Program may or may not agree. If, at the end of the extension, the applicant cannot demonstrate evidence of doctoral degree or if the Program does not agree to the extension, the offer of acceptance into the Fellowship Program is withdrawn. The Program will re-open the search process to fill that position at that time. The applicant may re-apply if he/she wishes. If the applicant has met all requirements for the doctoral degree with the exception of completion of the clinical or counseling psychology internship, and the completion date of that internship is no later than September 5, 2016, an extension will automatically be afforded the applicant. In this situation, the applicant should make every effort following internship completion to provide proof of degree to our Program as soon as possible.

## **APPLICATION PROCEDURE**

**To apply**, the following materials must be uploaded in the APPA CAS for the Hines VA Fellowship program:

1. A cover letter that includes in detail the following elements:
  - a. A statement indicating clearly which area of emphasis/track you are applying to.
    - If you are applying the **Trauma and Posttraumatic Stress Disorder** or the **Neuropsychology** area of emphasis/track, you may apply only to that one track.
    - If you are applying to the **Integrated Care, LGBT Health Care, or Medical Rehabilitation** emphasis areas/tracks you may apply to a maximum of **TWO** fellowship positions. Please clearly state which

Fellowship position is your primary choice and which Fellowship position is your secondary choice.

- b. Previous clinical, educational and research experience in the area of emphasis/track to which you have applied.
  - c. A description of your career goals and the way in which the Fellowship will advance them.
2. Curriculum Vitae
  3. A completed Hines VA Psychology Postdoctoral Fellowship Training Program Application Form. A link to this form can be found on our fellowship program website: [http://www.hines.va.gov/about/Psych\\_Post.asp](http://www.hines.va.gov/about/Psych_Post.asp)
  4. Official transcripts from graduate school (including awarding date of doctoral degree). If the doctoral degree has not yet been awarded, we will require an official transcript with awarding date before admission to the Fellowship Program.
  5. Three letters of recommendation, including: one from your dissertation Chair, one from a clinical supervisor who is especially familiar with your work in your area of emphasis/track, and one from another clinical supervisor who is very familiar with your clinical work. At least one of these letters should be from an internship supervisor. The letter from your dissertation Chair should note the status of your dissertation and anticipated completion date, if your doctoral degree has not yet been awarded.
  6. A fourth letter from your psychology internship training director discussing your progress on internship and anticipated completion date. If your training director is also writing you a letter of recommendation as a clinical supervisor, please ask that this letter be separate from the letter of recommendation.

Except under very unusual circumstances, all application materials must be submitted through APPA CAS.

Applicants who appear to be a good fit with our program will be invited for an in-person interview in late January 2016 or early February 2016.

The 2016-2017 fellowship year will begin on September 6, 2016. The stipend is \$46,287.

Please contact Caroline Hawk, Ph.D. by phone or email if you have further questions. We enthusiastically look forward to your application!

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**APPLICATION DEADLINE – JANUARY 4, 2016**

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