Plan out your program(s)’ application and selection process including your application deadline, your interview process and when you will be making offers to applicants.

Familiarize yourself with the APPIC Postdoctoral Selection Guidelines and the Universal Notification Date. Many applicants apply to both prominently research focused programs and clinically focused programs.

- It is strongly suggested that you consider following the Selection Guidelines and the Uniform Notification Date (2/22/21). Consult with the APPIC Postdoctoral Committee, the Chair Wayne Siegel, Ph.D., ABPP, or other members if you have questions.

Ensure all public information about your program is updated, including websites and brochures. Applicants start researching programs as early as mid-August.

Post your position in the Universal Psychology Postdoctoral Directory (UPPD). This is a resource that is being used by many applicants to identify both clinical and research opportunities.

Post your position(s) on relevant listservs, including APA Division listservs and those of other scientific societies where trainees may be members.

**Interview Process**

- Determine how you will interview: virtual, in-person, or both. Note that APPIC is strongly recommending that programs exclusively use virtual interviews.
- Test out technology if you will be using virtual interviews.
- Ensure that applicants have accurate information on how you will be interview and technologies utilized.

If you have more than one research position and/or expect many applications, consider using the free APPIC Psychology Postdoctoral Application system (APPA CAS). Contact Joni Yaras at jyaras@liaison-intl.com to start the process.

Consult with the APPIC Postdoctoral Committee, the Chair Wayne Siegel, Ph.D., ABPP, or other members if you have questions.

Respond to applicants who reach out with questions about your program.

Depending on your program’s application deadline, begin reviewing applications and making decisions about the applicants you want to interview.

**Invite applicants for interviews.**

- For virtual interviews, give applicants sufficient notice to address or reschedule busy clinical responsibilities.
- If your program requires an in-person interview, give applicants at least two weeks advanced notice to plan and make travel arrangements.
- Notify applicants if they are not being extended an interview offer.

**Notify applicants if they are not being extended an interview offer.**

Refamiliarize yourself with the Postdoctoral Selection Guidelines and the reciprocal offer options.

- If possible, align your timeline for offers with the Uniform Notification Date. Be aware that many applicants will be making binding commitments to clinical positions on that date (2/22/21).

Consult with the APPIC Postdoctoral Committee, the Chair Wayne Siegel, Ph.D., ABPP, or other members if you have questions.