

**AIFA Member Fellowship Programs:**

- Belmont University College of Pharmacy and Health Sciences
- Chapman University School of Pharmacy
- Keck Graduate Institute (KGI) School of Pharmacy and Health Sciences
- LIU Pharmacy
- Massachusetts College of Pharmacy and Health Sciences (MCPHS)
- Medical University of South Carolina (MUSC) College of Pharmacy
- Mercer University College of Pharmacy
- Northeastern University Pharmaceutical Industry Fellowships
- Philadelphia College of Pharmacy (PCP) at Saint Joseph’s University
- Purdue University College of Pharmacy
- Rutgers Institute for Pharmaceutical Industry Fellowships (RPIF)
- St. John’s University College of Pharmacy and Health Sciences
- University of Maryland School of Pharmacy
- University of North Carolina School of Pharmacy, Division of Pharmacotherapy and Experimental Therapeutics (UNC, DPET)
- USC Alfred E. Mann School of Pharmacy and Pharmaceutical Sciences
- Wilkes University Nesbitt School of Pharmacy



**Core Values**  
Integrity, Mentorship, Diversity

**Vision**  
Create a recruitment process that allows for robust identification of talent and supports candidate choice

**Mission**  
Facilitate collaboration among postgraduate industry-affiliated Fellowship programs to coordinate timelines for applications, interviewing, and extension of offers

# Pharmaceutical Industry Fellowship Recruitment 101

## Determine

### *Determine your Fellowship readiness*

**LEARN** about the diverse functional areas within the pharmaceutical industry

**RESEARCH** programs, company products/pipeline, vision, mission, core value statements

**ALIGN** your interest and skills with program/company expertise

**BUILD** your experiences and resume/CV to be a competitive Fellowship candidate

**ARTICULATE** transferrable skills from your professional/work experiences to Fellowship roles

**SEEK** guidance from network connections for your CV and LOI development

**IDENTIFY** who will write your LORs

## Identify & Engage

### *Identify & engage with programs & companies through Fellowship recruitment events*

**IDENTIFY** program/company websites (application timelines, company brochures)

**MONITOR** program-specific websites and social media platforms regularly (for recruitment process and any updates)

**ORGANIZE** your schedule to attend local campus visits, virtual webinars, local and national meetings/conferences with recruitment focus/presence

**NETWORK** with other students and pharmacists who are within your area of interest

## Submit

### *Submit your application*

**DETERMINE** application portal opening date for preferred programs

**PROACTIVELY IDENTIFY** program specific requirements (LOIs and LORs)

**SUBMIT** applications early for programs with active application/rolling review; waiting for deadlines to submit may disadvantage your candidacy for such programs

## Prepare

### *Prepare for initial application screening and advanced round interviews*

**PLAN AHEAD** to discuss potential absences from APPE rotations and ensure compliance with school policies

**DEVOTE** extensive time/resources/guidance for interview preparation

**APPLY** Fellowship readiness preparation to interviews

**CLARIFY** expectations for ASHP Midyear and/or final/onsite interviews

## Navigate

### *Navigate final round interview and Fellowship offer process*

- The pool of final round candidates can vary in size, never assume you are #1
- Programs/companies may identify you as their “finalist” or “top choice” candidate, but this is NOT an offer
- The AIFA consensus offer date is the *earliest* date programs can make an offer, either verbal or written
  - The 2023-24 AIFA consensus first offer date is December 13, 2023
  - AIFA affiliated (and some non-AIFA) programs incorporate a decision grace period of at least 48 hours to accept/decline an offer
- It is acceptable to seek updates on your application status from your preferred programs
- You should only consider offers for your top choice programs
- Once you accept an offer (either verbal or written), you are expected to honor your commitment to that program
- AIFA programs are unable to “match” early offers from non-AIFA programs, but AIFA affiliated programs continue to increase and are united on first offer date to support the best program fit for candidates

P1-P3/P4 year

Summer/Fall, Final Professional Year