

# Association of Postdoctoral Programs in Clinical Neuropsychology

## RESIDENT MATCHING PROGRAM

[natmatch.com/appcnmat](http://natmatch.com/appcnmat)

### Applicant Checklist for Participating in the 2019 APPCN Match

Every applicant who registers for the APPCN Match must use the NMS Match System to either enter and certify a Rank Order List of program choices for the APPCN Match or withdraw by **11:59 p.m. Eastern Time on February 26, 2019**.

If you are matched to a position, you must accept your Match result and attend the program, as stipulated in the Rules and Policies of the APPCN Match.

Applicants who withdraw from the APPCN Match are permitted to access information on positions that remain available in the Post-Match Process (see item #4 below).

#### 1 Ensure your information is up to date in the NMS Match System.

- Confirm that you can log in to the NMS Match System, which is accessible from the APPCN Match web site ([natmatch.com/appcnmat](http://natmatch.com/appcnmat)).

[Log In to NMS Match System >](#)

- You can update your Account and Profile information in the NMS Match System. You will also enter your rankings and obtain your Match result using the NMS Match System.

[View the NMS Match System Guide for Applicants >](#)

#### 2 Determine your preferences for the programs where you applied.

- Rank programs in order of your true preferences, with your most preferred program as rank #1, your next most preferred program as rank #2, and so on. Do not consider how any program might rank you when ordering your choices.

Rank as many programs as you wish. By including more programs on your Rank Order List, you may increase the likelihood of being matched. You will be matched to the most preferred program on your list that ranks you and does not fill all its positions with applicants it prefers.

Do not rank any program that you consider unacceptable and would not want to be matched with, even if it is the only position available to you in the Match. You can only be matched to a program that appears on your Rank Order List.

[Learn More About Ranking Strategy >](#)

- If a program that does not participate in the APPCN Match offers you a position prior to the Rank Order List deadline (i.e., a “preemptive offer”), you may contact programs that participate in the Match to inform them of the preemptive offer. If a participating program intends to rank you in a manner that will guarantee a match, that program may so inform you in accordance with APPCN Match Policy #4e.

You may choose to hold the preemptive offer and participate in the Match by submitting a Rank Order List of programs that includes only programs you prefer to the preemptive offer. If you obtain a position in the Match, you **MUST** accept the matched position and decline the preemptive offer.

[Review the Rules and Policies of the Match >](#)

- Applicants and programs may not communicate, accept, or use any ranking-related information prior to the release of the Match results, and may never solicit such information either during the Match or after the Match results are released, except as permitted in the APPCN Match Policies (see Policy #4d and #4e)

Programs may provide limited information about the status of your candidacy, in accordance with APPCN Match Policy #4d. While some programs choose to communicate this information, others do not; the absence of such communication should not be interpreted as a lack of interest in your candidacy.

[Review the Rules and Policies of the Match >](#)

- Two applicants who are participating in the APPCN Match and who wish to coordinate their matches (e.g., obtain positions in the same geographic location) may participate in the Match as a Couple.

[Learn More About Participating as a Couple >](#)

### **3 Enter and certify your Rank Order List in the NMS Match System by 11:59 p.m. ET on February 26, 2019.**

- The NMS Match System opens for rankings on February 13, 2019. All Rank Order Lists must be submitted using the NMS Match System.
- Use the List of Participating Programs on the APPCN Match web site to identify the unique 4-digit Code Number for each program you want to rank. Some residencies offer more than one program or track in the Match, each with its own 4-digit Code Number. As the match processing uses the Code Numbers, make sure the correct Code Number for each program you want to rank appears on your Rank Order List. If you rank a program represented by one Code Number, but are ranked for a program with a different Code Number, a match will not be made. If you need clarification regarding the Code Number to be used for any program, contact the Program Director directly.

[View the List of Participating Programs >](#)

- In the Rankings section of the NMS Match System, search and add programs to your Rank Order List in order of your true preferences. Programs can be searched by Code Number, residency site name, Program Director name, location, or program description. An option is provided to set a filter on the search results in order to restrict your search to a specific state.

[View the User Guide for Entering Your Rankings >](#)

- Your Rank Order List must be entered and certified by 11:59 p.m. ET on February 26, 2019. You should enter and certify your Rank Order List well before that date to avoid potential system access problems near the deadline.

[View the User Guide for Certifying Your Rank Order List >](#)

You can make changes to your list even after it is certified, until the Rank Order List deadline. If you make changes to a list that has been certified, you simply have to certify the list again before the deadline for it to be used in the Match.

You will not be able to use the NMS Match System to enter or certify rankings, withdraw, or change any of your information after the Rank Order List deadline.

- You should print a copy of your final certified Rank Order List for your records, as this information will only be available until March 8, 2019.

### **4 If you decide not to submit any rankings for any reason, you must withdraw from the APPCN Match using the NMS Match System by 11:59 p.m. ET on February 26, 2019.**

- Withdrawn applicants are permitted to seek positions after the Match. You will be able to access information on positions that remain available in the Post-Match Process.

[Learn More About Withdrawing from the APPCN Match >](#)

### **5 Your Match result will be available on March 4, 2019.**

- Your Match result will be available in the NMS Match System beginning at 12:00 p.m. noon ET on March 4, 2019. As a secondary delivery method, NMS will make one attempt to send the Match result by e-mail by 12:00 p.m. noon ET on March 4, 2019, to each applicant that certified a Rank Order List and did not withdraw. Result e-mails that are delayed or not delivered will not be resent.

[Learn More About the Results of the Match >](#)

- If you match, you and the program where you matched are encouraged to contact each other to acknowledge the Match result after 12:00 p.m. noon ET on March 4, 2019. On March 4, no contact between applicants and programs should take place prior to 12:00 p.m. noon ET.

**6 If you do not match, you may seek and accept positions offered in the Post-Match Process.**

- The Post-Match Process begins at 12:00 p.m. noon ET on March 4, 2019. No action to fill available positions may be taken prior to that time.
- Programs with positions available and applicants seeking positions are free to contact and negotiate directly with each other to fill the available positions.

Beginning at 12:00 p.m. noon ET on March 4, a list of programs offering positions in the Post-Match Process will be available in the NMS Match System. Programs can update the information on the list as positions are filled or new ones become available.

Programs will have access to a list of active applicants who certified a Rank Order List but did not obtain a position.

[Learn More About the Post-Match Process >](#)

Review the APPCN Match web site at [natmatch.com/appcnmat](http://natmatch.com/appcnmat) for more detailed information regarding the procedures for participating in the APPCN Match.

**If you have any questions about the APPCN Match, please contact NMS directly.**