

Association of Postdoctoral Programs in Clinical Neuropsychology RESIDENT MATCHING PROGRAM

Residency Site Instructions for the 2024 APPCN Match

All APPCN-member residency programs that have positions available to start training in 2024 must register for and offer all positions through the 2024 APPCN Match. Eligible non-APPCN member sites may also register for and participate in the Match.

[Overview of APPCN Match >](#)

[Eligibility Criteria >](#)

[Schedule of Dates >](#)

1 Residency sites should register for the APPCN Match by October 13, 2023.

- Each Program Director is sent an email with a unique link to start the online registration process. The registration process must be completed by the Program Director, and includes the following steps:

1. Set up a new account in the NMS Match System

Account information is not carried over from previous years.

2. Confirm Residency Site and Program Information

Each residency site registers at least one program or track in the APPCN Match. Residency sites that offer different types of positions (e.g., adult, pediatric) should register multiple programs or tracks in the APPCN Match. This will permit applicants to rank specific programs at your residency site, and you will be able to rank specific applicants for each separate type of training.

[Learn About Registering Multiple Programs >](#)

Residency sites must offer all available positions that start training between June 1, 2024 and December 31, 2024 through the Match.

3. Electronically sign the APPCN Residency Site Agreement which incorporates the APPCN Match Policies

[View Residency Site Agreement and Match Policies >](#)

4. Non-APPCN Members Only: Residency sites that are not members of APPCN must certify electronically that they meet certain qualifications to participate in the Match.

[View Statement of Qualification for Non-Members of APPCN >](#)

Non-APPCN member sites must also pay a registration fee of \$350. APPCN-member sites do not pay a registration fee to NMS.

5. The Program Director will receive a confirmation by email when the registration process is complete.

Detailed step-by-step registration instructions are available online:

[View the Registration User Guide >](#)

- Once registered, Program Directors can add new (secondary) users to their NMS Match System account. This feature is helpful if you want to give an alternate contact the ability to manage your program information for the APPCN Match.

[Learn About Adding Users to Your Account >](#)

- A list of participating programs will be posted on the APPCN Match website by November 30, 2023.

2 Applicants apply to residency sites independently of the APPCN Match.

- Participating in the APPCN Match does not affect your application procedures. Residencies are free to accept applications and evaluate applicants in whatever manner they choose. The APPCN Match is not involved in the application or evaluation process.
- Only those applicants who register for and participate in the APPCN Match can be matched with your residency site. You should instruct any individuals interested in obtaining a position at your residency site to review the information for applicants on the APPCN Match website at natmatch.com/appcnmat.
- You must provide to your applicants complete and accurate information concerning the eligibility requirements for appointment that have been established by your residency site (e.g., required start date, background checks, etc.). You should also provide your program Code Number(s) to each of your applicants.
- Match participants may not solicit or communicate any ranking-related information, except as specifically permitted in the APPCN Match Policies. The Policies allow programs to voluntarily provide applicants with certain information about their candidacy and rankings, particularly for applicants who have received preemptive offers from programs that are not participating in the Match.

[Read More About Communicating Rankings to Applicants ›](#)

- Interviews may be scheduled either using the NMS Interview module in the NMS Match System or independently of the APPCN Match. All applicant interviews must be completed before the Rank Order List deadline (February 14, 2024). You may not make an offer of appointment to any applicant prior to the release of the APPCN Match results.

[Read More About Interviews ›](#)

3 Each program must submit a Rank Order List of applicant choices for the APPCN Match by February 14, 2024.

- All Rank Order Lists are submitted online in the NMS Match System. The NMS Match System opens for rankings on January 24, 2024.

[View the Rankings User Guide ›](#)

- If a program will not offer any positions in 2024, it must be withdrawn by the Rank Order List deadline.

[Read More About Withdrawing a Program ›](#)

- Rank all acceptable applicants in order of your true preferences, without considering how you expect to be ranked by any applicant.

[Read More About Rankings ›](#)

4 The results of the APPCN Match will be provided on February 21, 2024.

- APPCN Match results will be sent to residency sites and applicants by email and will be available online in the NMS Match System.

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

- Residency sites with unfilled positions after the APPCN Match may participate in the Post-Match Process.

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

Consult the [APPCN Match website](#) or [contact NMS](#) if you have questions about the APPCN Match.