

## IATP Application Instructions

### 1. Set-up Your Online Fellow Account

Create your online fellow record by choosing a username and password and completing all the requested information. Click on the link to the pdf file labeled IATP Application. Complete and send the application form along with your CV (see further instructions below). Proceed to the payment step of the application process and submit your fee. If you will be paying your application fee by check or wire transfer vs. the online payment method, please notify the IATP Executive Office ([iatpfellows@verizon.net](mailto:iatpfellows@verizon.net)).

### 2. Complete the Application Form

#### Using Adobe Acrobat Professional Software

Double click on the online application link to access the pdf file of the application. Complete all sections of the application. When you are finished, click the Submit button in the upper right hand corner. *Please sure to email a copy of your CV along with your application.*

#### Using Adobe Reader Software

If you are using Adobe Reader software, you should download a copy of the application by right clicking on the link. You will then need to open the file in Adobe Reader. Complete all sections of the application. When you are finished, choose the Share button located in tool bar area at the top of the form. This will allow you to automatically attach the application to an email without exiting the program. Or you may save the completed file to your computer and send it as an email attachment from your email program. *Please be sure to email a copy of your CV along with your application.*

Attach a copy of current CV (in Microsoft Word or pdf file format) along with the completed application form.

### 3. Submit Your Application Fee

Application fees are due at the time of applying. The fee for individuals from industry is \$200 (USD) and the fee for individuals from academia is \$150 (USD). IATP uses Paypal to process application fees online. You do not need to have a Paypal account to use this method. You may sign into Paypal as a guest. If you wish to pay by check, please make your check payable to International Academy of Toxicologic Pathology and mail to: 116 White Owl Trail, Mullica Hill, NJ 08062 USA. If you wish to send your fee by wire transfer, please contact Stephanie Dickinson, Executive Director at [iatpfellows@verizon.net](mailto:iatpfellows@verizon.net) or (856) 223-5174 for banking instructions.