

**Directions for
Application for Membership into
The Academy of Pharmacology Educators**

Fellowship in the Academy of Pharmacology Educators recognizes attainment of a superior record of accomplishment in the discipline of pharmacology education. Fellows are recognized as having made exemplary and often long-standing contributions in areas of educational innovation and scholarship, teacher-student interaction, professional development, and service toward learning. Applications are encouraged from ASPET members who may be more junior in rank, but who have chosen to focus career goals on the education mission.

To be eligible for induction as a Fellow, an applicant must:

- Be an active member of ASPET.
- Have primary membership in the Division of Pharmacology Education (DPE). ASPET members can join the division at the time of application by modifying their membership information to include this interest.
- Demonstrate long term achievements in pharmacology education that, using the criteria below, accumulate a minimum of 625 points. A second document, the **Reviewer Evaluation Form**, is available through the Academy of Pharmacology Educators web page (<https://www.aspet.org/Education/Academy/>) and provides additional guidance for developing your application.

Retired ASPET/DPE members are eligible for induction as retired members and are thus encouraged to remain active, both in pharmacology education and in the Academy.

Application Procedure

Application should be made through the web link “**Apply to the Academy**” provided on the Academy of Pharmacology Educators web page (<https://www.aspet.org/Education/Academy/>).

Applicants should provide a **personal application letter**, addressed to the current Chair of the Division Executive Committee, that summarizes their involvement in pharmacology education, emphasizing their participation in DPE activities and highlighting aspects of leadership, innovation and scholarship in pharmacology education. Documentation of specific criteria will be accomplished on, or by uploading additional documents through, the web link. If documentation is not available for one or more areas, please simply indicate “Not Applicable” in the appropriate upload box(es) on the web link. Please prepare the **personal application letter, support letters, and other supporting documentation** to be uploaded as .pdf files via the web link.

Criteria for Induction as Fellows (total score must meet or exceed 625 points)

1. **Support letters** from at least 2, but no more than 4, individuals familiar with your efforts as a pharmacology educator, *e.g.*, administrators, educational unit directors, faculty colleagues, and students. Support letters may be addressed to the applicant. (20 points possible)

2. **Direct involvement in DPE activities** (150 points possible).
 - a. Years of membership (25 points possible).
 - b. Attendance at DPE division meetings (25 points possible).
 - c. Service as a member of the DPE Executive Committee (50 points possible).
 - d. Other contributions to DPE functions (50 points possible).

3. **Scholarship in pharmacology education** (250 points possible).
 - a. Journal publications related to pharmacology education, including innovative venues such as MedEdPortal, HEAL, etc. (150 points possible).
 - b. Presentations/abstracts at formal meetings related to pharmacology education (50 points possible).
 - c. Seminars/workshops in pharmacology education at professional schools and institutions of higher learning, which may include delivery of faculty development efforts to others. (50 points possible).

4. **Funded education grants related to pharmacology** (200 points possible).

5. **Innovation in curriculum design or teaching methods** (100 points possible).

6. **Demonstration of exemplary efforts in pharmacology education** (475 points possible).
 - a. Contact hours teaching pharmacology in professional schools or to pharmacology graduate students (100 points possible).
 - b. Experience as a course or program director in pharmacology (100 points possible).
 - c. Mentorship of graduate students, postdoctoral fellows or tutorial efforts with graduate or professional students (100 points possible).
 - d. Teaching awards (100 points possible).
 - e. Formal anonymous evaluations by students (50 points possible).
 - f. Community service in pharmacology education (25 points possible).

7. **Demonstration of Personal Development (Life-long Learning)** (100 points possible).
 - a. Continuing education in pharmacology (5 points/event).

8. **Professional service in pharmacology education** (50 points possible).
 - a. Service event (5 points/event).

For previous applicants only (who have completed an APE mentorship program)

9. Progress in Individual Educational Development Plan (IEDP) (50 points upon completion).