



## Application Requirements for Pharmacy Residency Programs

Huntsville Hospital uses the Pharmacy Online Residency Centralized Application Service (PhORCAS) to process all applications for our PGY1 and PGY2 residency programs; please do not send materials directly to the RPD. In addition to the materials required through PhORCAS, we require an interview<sup>‡</sup>.

(Interviews may be offered on-site or virtual.)

### All applicants must submit the following information through PhORCAS:

- Letter of interest in our program
- Curriculum vitae
- Pharmacy school transcripts (*PGY1 only*)
- Recent photograph (passport style or similar)

### You should instruct your references<sup>\*</sup> regarding our reference requirements:

- Complete the standard reference form on PhORCAS
- List specific attributes, including clinical ability, resourcefulness, and critical thinking and time management skills, that speak to your qualifications for a residency position
- *Do not send a separate reference letter* – it will not be considered as part of your application
- \* Three references only. At least two should come from direct patient care preceptors, with no more than one from a professional contact or employer who can attest to the strength of your character and clinical performance

### Special note for our PGY1 Pharmacy residency applicants:

- PGY1 applicants will make a brief introduction (~3 minutes) to each interview team regarding their interest in pharmacy and background (no slide or handouts required).
- Interview dates will take place in January and February

### Special notes for our PGY2 Pharmacy (CC, ID, ONC) residency applicants:

- Interview dates are generally in February with limited January availability
- As noted above, pharmacy school transcripts are not required
- PGY2 applicants, ID & ONC, will make a 12-15 minute presentation on the topic of their choosing to the assembled preceptors. Slides should be made available in advance of the interview.

**The deadline for application to our program is January 2, 2025.**

**Once all required materials have been received, your application will be reviewed by a select group of preceptors to determine interview eligibility. If an interview is granted, you will be contacted and interviews will be scheduled beginning January 20, 2025, for qualified candidates.**

