

**2019 - 2020 Integrated Plastic Surgery Application Update**  
**American Council of Academic Plastic Surgeons (ACAPS)**

At the spring ACAPS business meeting, it was decided that all integrated plastic surgery programs will coordinate when they announce interview dates and distribute interview invitations. The purpose of this is to improve the efficiency of scheduling for applicants and programs. Advanced planning is intended to help applicants better plan for travel and to minimize cancellation and rescheduling of interviews. Please read below for more information about the changes in process this year.

**Interview Dates**

A public calendar will be maintained through ACAPS to organize the process of identifying and selecting interview dates. This calendar can be viewed by other programs and applicants. The dates on this calendar should not be considered finalized until **September 15, 2019**.

<http://acaplasticsurgeons.org/interview-dates/?s=all>

**Interview Invitations**

All programs will distribute their initial round of interview invitations on Friday **November 1, 2019 by 12 pm PST. Responses to the invitations will not be accepted by the program coordinators until Monday November 4 starting at 8 am PST.** Following schedules of the initial round of interviews; a second round of invitations will be sent no later than **November 15**. Further invitations may be sent at the discretion and need of programs to fill interview slots.

*For Programs:*

- For initial invitations, these should be distributed by 3PM Eastern / 12PM Pacific on 11/1/19.
- Coordinators should not begin to schedule interviews until **Monday November 4** at 8 am Pacific time (11:00 am EST). This will allow all invitations to be distributed and for applicants to arrange their schedules prior to attempting to scheduling.
- November 4 will be a busy day for programs, and we recommend everyone is at work that day.
- Please do not offer more invitations than you have spots for interviews. This creates unnecessary anxiety for applicants; you can fill open spots in additional invitations later.
- We suggest that you require a response from applicants for scheduling by **November 8**. This will allow you to distribute a second round of invitations to fill your remaining spots.

*For Applicants:*

- You should wait until all invitations have been distributed at 12 PM Pacific Time on 11/1/19 before making any plans. You will not be allowed to schedule interviews until 11/4/19 at 8 am PST (11 am EST).
- Do not contact programs asking if invitations have been distributed or if you have been invited.
- If you were not invited during the initial round of invitations, you may still be invited in additional round of invitations.

- Please **minimize** cancellation and rescheduling of interviews. The purpose of this change is to decrease the stressful and frantic nature of interview scheduling.
- Do not schedule overlapping interviews, do not schedule interviews that you do not plan to attend, and do not make any attempts to take advantage of the interview scheduling system.
- Cancellation of interviews without reasonable notice and justification, which is inconsiderate to both programs and other applications, or any attempts to take advantage of this system will be communicated among program directors as a violation of professionalism.

If you have any questions about what is or is not allowed, or about the processes described above, please address your questions to ACAPS administration ([admin@acaplasticsurgeons.org](mailto:admin@acaplasticsurgeons.org)).