

# 2023-24 AAI Public Policy Fellows Program Application Package Instructions

Please include the following in your application package:

1. Your completed AAI Public Policy Fellows Program (PPFP) application
2. Your curriculum vitae, including:
  - education and fellowships (institution, dates, degrees);
  - important awards;
  - relevant employment history; and
  - selected bibliography (complete citations with titles)
3. Two PPFP recommendation forms, each completed and signed by a regular AAI member in good standing (*recommendations from members of the AAI Council or AAI Committee on Public Affairs will not be accepted*). Please be sure to send “Recommendation Form 1” to one of your referees and “Recommendation Form 2” to your second referee, rather than sending the same PDF to each referee.

Please submit **all** documents as **a single combined PDF file** to Jake Schumacher, AAI Senior Manager of Science Policy and Legislative Affairs, at [jschumacher@aai.org](mailto:jschumacher@aai.org).

If you do not have Adobe Acrobat Professional, a free merging program is available at: <http://smallpdf.com/merge-pdf>. For best results, please download all forms and complete them in Acrobat rather than completing the forms in the browser.

**Complete application packages must be received  
by 11:59 p.m. EST on January 18, 2023.**

**Incomplete packages that do not comply with the stated instructions will not be considered. AAI will *not* accept materials sent separately or through regular mail.**