Checklist for Postdoctoral Applications

Postdoctoral candidates for the UCLA Regenerative Musculoskeletal Medicine Training Program and their mentors, must provide the following:

Part I - Applicant

1. A completed Application for Postdoctoral Appointment form.
2. A Curriculum Vitae including bibliography (attach one copy of all or relevant publications).
3. The names, addresses and telephone numbers of at least two professional References (excluding mentors) from whom letters of recommendations have been requested. Recommendations should be submitted by email to Gloria Kiel (gskiel@mednet.ucla.edu).

Part II – Applicant and Mentors

1. Research Project Plan - project to be undertaken by the applicant during the period of training, explaining its relevance to musculoskeletal biology - not to exceed two pages. The roles of the collaboration with both the mentor and co-mentor should also be addressed. Preference will be given to applicants whose team includes translational/clinical expertise. Inclusion of a resident as a clinical collaborator is encouraged.
2. References (not included in the two-page Research Project Plan).
3. A completed Research Clearances form. This must be signed by both the Applicant and the Mentor.

Part III – Mentors

1. A Letter of Nomination from the primary mentor.
2. A list of all postdoctoral Trainees currently in the mentor and co-mentor’s laboratories and the respective sources of funding for each of the listed trainees.
3. The mentor, co-mentor and clinical collaborator’s NIH Biosketch (in the NIH 5pg format - http://grants.nih.gov/grants/funding/424/index.htm#format) or CV.

Research Project Plan Format –

- Use standard paper size (8 1/2“ x 11).
- Use an Arial, Helvetica, Palatino Linotype, or Georgia typeface, a black font color, and a font size of 11 points or larger, single spaced.
- Use at least one-half inch margins (top, bottom, left, and right) for all pages. No information should appear in the margins.