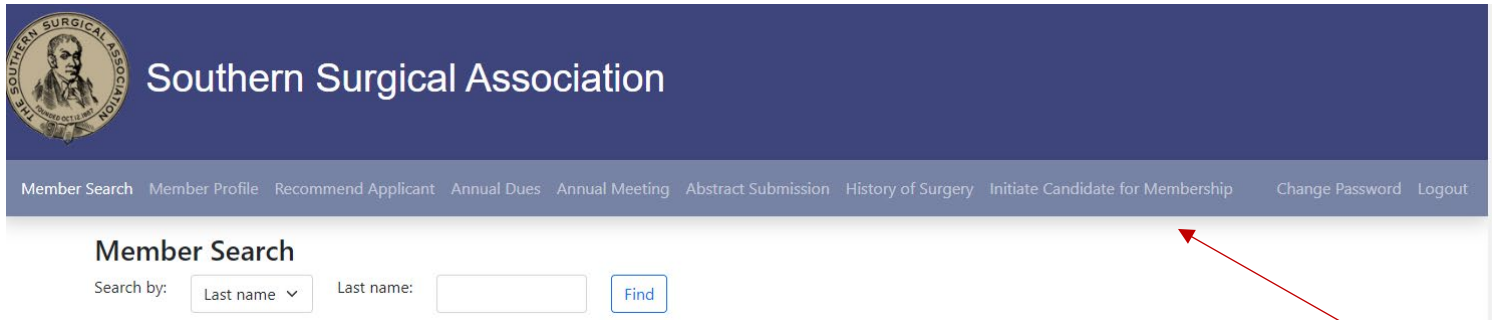


PROPOSING A NEW CANDIDATE FOR FELLOWSHIP

Walkthrough Instructions for SSA Nominating Member

- Step 1: **Login** to your member profile
- Step 2: Select tab at top of page, **Propose Candidate for Membership**



The screenshot shows the top navigation bar of the Southern Surgical Association website. The navigation menu includes: Member Search, Member Profile, Recommend Applicant, Annual Dues, Annual Meeting, Abstract Submission, History of Surgery, **Initiate Candidate for Membership**, Change Password, and Logout. Below the navigation bar is a 'Member Search' section with a search box for 'Last name' and a 'Find' button. A red arrow points to the 'Initiate Candidate for Membership' link in the navigation bar.


- Complete the CAPTCHA and click **Next** to proceed.

Application for Fellowship

The qualifications which must be possessed by an applicant for Fellowship in the Association shall be: (a) good standing in his or her State Association; (b) experience covering not less than ten years of professional work, of which three must have been in the practice of surgery; (c) practice limited essentially to surgery or one of its specialties; (d) recommendation by three Fellows, two preferably from his or her own state, and (e) prior attendance at a Southern Surgical Association Annual Meeting.

To apply online, please proceed below. You'll be able to enter your information and select **three fellows** to sponsor you.

DEADLINE: End of June 30, 2023 at midnight EST. Please direct questions to (214) 456-2592 or Katherine.Peach@UTSouthwestern.edu.

I'm not a robot  reCAPTCHA
Privacy - Terms

[Next](#)

- Step 3: Please read through the required qualifications a candidate should have prior to nominating. Enter your proposed candidate's first and last name and their correct email address; click **Send Application to Candidate**

Initiate Candidate for Membership

To nominate a candidate for fellowship in the Southern Surgical Association for the current application cycle, please enter their full name and email address below. As the initiating member, you will serve as the candidate's primary sponsor and should help identify two additional SSA members who will serve as the secondary and tertiary sponsors for the proposed candidate.

All three (3) sponsoring Fellows should submit a letter of recommendation through the member application portal no later than June 30, 2023.

Candidates for fellowship must meet each of the following qualifications to be considered eligible for membership:

- Candidates must have attended at least one annual in-person meeting as a guest, prior to the current application year. The meeting year(s) attended must be stated in each letter of nomination and listed on the candidate's application.
- Candidates must be in good standing with their State Association.
- An applicant's experience at the time they are being proposed for fellowship should include a minimum of ten professional work years with no less than three of those years being in active practice.
- An applicant's area of practice should be primarily in the field of surgery.

Full name:

Email address:

[Send Application to Candidate](#)

- The candidate will receive an automated email requesting they apply for membership. The email will include a customized application web-link where they will be asked to complete all required fields and upload a pdf copy of their current CV. Three letters of support by current SSA members are required to complete the candidate's application.

(Application preview; candidate will complete)

Application for Fellowship

Step 1: Application Form > Step 2: Select Sponsors

Have you previously attended a SSA meeting in-person? : *

First name: *

MI:

Last name: *

Sr., Jr, III...:

Title:

Division/Department: *

Select...

First name

MI

Last name

Sr., Jr, III...

Title (ie: M.D., PhD)

Name of your current division/department

- The initiating member sponsor will serve as the candidate's primary sponsor. As the primary sponsor, please help to identify 2 additional member sponsors who will serve as secondary and tertiary sponsors. The candidate will select their primary sponsor's name and 2 additional names from the drop-down list of members during the application process online.

(Candidate will select three sponsors)

Application for Fellowship

[Step 1: Application Form](#) > **Step 2: Select Sponsors**

Current sponsors:

Please select the initiating member to serve as your primary sponsor and two additional SSA members to serve as secondary and tertiary sponsors to support your application for fellowship. We will contact these sponsors for letters of recommendation. Current council members and officers cannot be selected as sponsors.

Search for sponsors:

Search by: Last name ▾ Last name: Last name Find

- When the candidate has completed their application and selected their 3 sponsors from the available list, all three member sponsors will receive an email requesting they upload a letter of recommendation by the June 30th deadline.
- Applications are reviewed by the Council at the Annual Meeting in December. New fellows will be announced during the second business meeting on Wednesday, December 6, 2023. All candidates and their primary sponsor will be formally notified of the Council's decision following the annual meeting.