

## **Why this matters *now* for Dermopath**

- Today's Dermopath fellowship process is fragmented: no central application, no tracking mechanism of applications, lots of "clicking, emailing, and figuring it out as you go," which applicants experience as confusing and burdensome.
- Programs largely manage their own forms, deadlines, and email-based submissions, which creates avoidable admin work and makes it hard to compare applicants consistently.
- FellowshipsCAS gives the specialty a common, centralized application hub while still letting each program keep its own requirements, criteria, and selection autonomy.

## **Top benefits to programs (free to participate)**

- No-cost participation: programs can join FellowshipsCAS without platform fees, while still retaining their existing institutional application processes, if needed, in parallel.
- Centralized application intake: instead of email and mail, all applications, documents, and updates flow into one secure system that programs can filter, sort, and review in a standardized way.
- Reduced clerical workload for coordinators: Liaison handles core application hosting, document collection, and applicant support, which lets coordinators and faculty spend more time on qualitative review instead of tracking missing pieces.
- Flexible requirements: specialties and programs can still ask for their own documents (e.g., case logs, letters, institutional forms) and set their own deadlines and criteria inside a shared framework.
- Stronger visibility and reach: programs are listed in a searchable directory so applicants can discover smaller or less well-known fellowships as easily as big names, helping with recruitment and diversity.
- Better data for the specialty: a centralized service makes it easier, over time, to understand applicant volume, interest by program, and trends that can inform workforce planning and educational quality (without exposing individual program data).

## **Top benefits to applicants**

- One core application, many programs: applicants complete one primary application and set of core materials that can be sent to multiple fellowships, instead of customizing and emailing separate packets to each program.
- Clear, centralized information: a single portal shows participating DermPath programs, requirements, deadlines, and status, replacing today's patchwork of individual program pages and disparate email chains.
- Easier document management: letters of recommendation, personal statement, photo, and specialty-specific documents are uploaded once and then assigned as needed, with the portal tracking what's complete.
- Less anxiety and ambiguity: built-in status tracking and notifications help applicants know when their file is complete and received, instead of having to email coordinators repeatedly for confirmation.
- Improved equity and access: all applicants—including those without strong institutional support—see the same directory, instructions, and deadlines, lowering the chance that someone is disadvantaged simply by not knowing “unwritten rules.”

## Sample FAQ for fellowship programs

**1. Is our participation mandatory?**

No—participation is encouraged but voluntary. Important Note: the whole specialty benefits most when everyone is in the same system. Programs and applicants are used to centralized applications at every prior stage (Common App in college, AMCAS/AACOMAS for medical school, ERAS or ResidencyCAS for residency), and to apply for fellowships they're asked to go back to emailing separate applications to each program. If most DermPath fellowships participate, you don't want to be the one program that requires applicants to step outside the portal, assemble a one-off email application, and keep track of a completely separate process. Joining FellowshipsCAS keeps you aligned with peer programs, makes you easier to apply to, and gives your applicants the streamlined, centralized experience they already expect—at no cost to your program.

**2. How much does it cost our program to participate?**

There is no fee for participating DermPath programs; the service is offered at no cost to programs, with applicants paying standard application fees similar to other centralized services.

**3. Does FellowshipsCAS replace our institutional application or HR system?**

No. It centralizes and standardizes how applicants submit materials and can offer better options for how faculty review them, but it does not replace your institution's HR, onboarding, or credentialing systems.

**4. Can we keep our own requirements and deadlines?**

Yes. Programs can set their own deadlines, eligibility rules, and required documents (e.g., specific case logs, extra letters), all configured within the CAS.

**5. Will we lose control over who we interview or select?**

No. Programs retain full autonomy over screening, interviewing, ranking, and selection decisions. The CAS is a pipeline and workflow tool, not a match or ranking authority.

**6. How do applicants experience the system?**

Applicants create one account, complete a common application, upload documents, request letters, and then select DermPath programs to receive their materials. They can see application statuses and deadlines in one place.

**7. Do we still communicate directly with applicants?**

Yes. Programs can continue emailing or calling applicants as they do now; FellowshipsCAS simply centralizes the initial application and document flow.

**8. How are letters of recommendation handled?**

Applicants request letters through the system, letter writers upload them securely, and the applicant assigns letters to each fellowship program.

**9. Does FellowshipsCAS integrate with our existing tools (Excel, local databases, etc.)?**

Programs can export application data and PDFs from the portal to use in local tools, making it easier to build rank lists or share information with selection committees.

**10. What kind of support do we get?**

Liaison provides training and onboarding for coordinators and faculty, as well as year-round technical and applicant support, so program staff are not troubleshooting the portal themselves.