Virginia Association for Infant Mental Health Endorsement

Important Dates-To-Remember

Apply for Endorsement: Between December 1st, 2014 & April 10th, 2015

1. Register in EASy (Endorsement Application System) @ https://easy.mi-aimh.org/vaimh by typing in the information requested by EASy after you sign in (Preliminary and DetailsTabs); and

2. Email your current resume; and

3. Email the completed Application for Endorsement 2015 form to Bonnie Grifa, VAIMH Endorsement Coordinator @ bgrifa@vcu.edu

4. Follow up with your reference to ensure they have completed the required form and submitted it as directed. The required reference form will be sent to your Reference after the Application for Endorsement 2015 form is received.

PLEASE NOTE:
An application for Endorsement includes:
- Registering in EASy and entering/saving the required information;
- Emailing current resume to the Endorsement Coordinator;
- Completing the Application for Endorsement 2015 form and emailing to the Endorsement Coordinator;
- Receipt of the completed Endorsement reference form from your immediate Supervisor.

You will receive a confirmation email after you complete each of the 4 steps to apply (after you register in EASy, when your resume is received; when the completed Application for Financial Support for Endorsement 2015 form is received and when the reference form is received). You will also receive an email after the last required item is completed and/or received notifying you that your application is considered to be complete. If you do not receive any of the above confirmation emails within a reasonable amount of time after you complete it, please email the Endorsement Coordinator. The confirmation emails serve as the mechanism for you to monitor your own status in the application process.

DEADLINE FOR APPLICATION FOR ENDORSEMENT IS APRIL 10, 2015

Applicants Notified of Status: Between May 11th – May 15th, 2015

Status includes one of the following:
- Selected for Endorsement for 2015; OR
- Put on a Waiting List for 2016

If Selected: Assigned Advisor Contacts You: Between May 18th – May 22nd, 2014

(Monthly thereafter through June 2016)

If Selected: Assigned Reflective Supervisor Contacts You: Initially By May 29th, 2015 to schedule monthly group supervisions (2 hours per month for 12 months beginning in June 2015).

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