

ESPE School applicant guidelines

We need candidates to answer specific, relevant questions, which are essential for fair scoring. Please see below specific sections we wish you to ensure the information is correct:

Section 1

- 1) **CURRENT POSITION AND INSTITUTION:** have you been a consultant in Paediatric Endocrinology? If so, please, state when you got your position. Be advised that applicants who have been consultants for more than 1 year are not eligible.
- 2) **SUPPORT LETTERS** are optional. You can provide reference from your immediate supervisor. If your supervisor is not an ESPE member, you can provide an additional reference from an ESPE member.

Section 4

- 1) **DURATION OF EXPERIENCE IN A DEDICATED PAEDIATRIC ENDOCRINE TRAINING POSITION:** state how long have you trained in Paediatric Endocrinology (specify institution and if it is a tertiary referral centre, country, city, job title, dates).
- 2) **RESEARCH EXPERIENCE, DEGREES AND PROJECTS:**
 - Specify duration of research experience in a dedicated Unit (specify institution, country, city, job title, dates)
 - Specify official degrees such as PhD, MPhil, MSc etc. (completed or ongoing)
 - Provide a list of research projects and specify dates and publications relevant to them (completed or ongoing)

Section 5

- 1) **ENDOCRINE & RELATED PEER REVIEWED PUBLICATIONS:** Please, only include full peer reviewed papers indexed in PubMed. Include a complete citation with full author list, title, year and journal. Abstracts from conferences should not be included in this section, but in the dedicated oral/poster presentations section.

GUIDELINES ON HOW TO WRITE A WELL-STRUCTURED CV

State how long have you trained in a Paediatric Endocrinology (specify institution and if it is a tertiary referral centre, country, city, job title, dates). If part time, provide whole time equivalent years. Provide dates of training. For e.g. from April 2018 to Jan 2020.

Have you completed or have you enrolled for higher research degree such as PhD, MPhil, MD (research), MSc (research) etc? Please, provide dates and name of project and funding organisation.

List your full peer reviewed papers.

List your oral/poster presentations in regional, national and international conferences.

State any other additional information you would like to provide in relation to your training so far in paediatric endocrinology (for e.g. list leadership and managerial roles).

Your CV should be short (maximum 2 A4 side pages).

Please note, even if the application form requires most of the information mentioned above, you still need to include them in a complete CV and upload it in order to finalize the submission of your application.