

Residency Interview Checklist

Purchase Supplies:

- Suit
- Shirt
- Shoes/Shoe shine kit
- Socks/Hose
- Tie/Belt/Scarf/Accessories
- Portfolio (with zipper)
- Paper and pen
- Stationary (thank you notes)
- Stamps
- Emergency sewing kit
- Mints (no gum)
- Tide stick



Four to Six Weeks in Advance

- Have suit cleaned and tailored
- Consider back up suit
- Make travel arrangements (may not be able to rent a car if <25yo)
- Get directions
- Reserve lodging (guarantee for late check in if needed)
- Review institution website and make notes
 - Know names and positions (faculty and staff)
 - Identify who will receive thank you notes and their addresses
- Develop questions for interviewers
- Write answers to possible questions
- Tweak CV/resume if needed and make copies (extra copies)

Before You Leave Town

- Get a hair cut
- Manicure nails
- Confirm transportation and lodging
- Confirm location, time, and directions with institution
- Carry names and phone numbers
- Carry essentials on plane, including suit
- Pack (e.g., extra glasses/contacts, phone charger)

Day and Night Before

- Locate where you are supposed to be the next day
- Lay out clothes and touch up shirt if needed
- Check fingernails
- Review web site
- Review questions and answers

Interview Day

- Relax and smile - You are ready!

After Interview

- Write and mail thank you notes to residency director and all interviewers