

Thank you for your interest in applying for USP's expert volunteer opportunities.

Please read the following to facilitate your online application process.

1. Access the online application and view available volunteer opportunities at <https://callforcandidates.usp.org>.
2. When you are ready to apply, "log in" (upper right corner) to the system in one of two ways:
 - **Create a new account.** If you do not have an existing USP account (see next bullet), or if you would like to create a dedicated application account, click "Create a new USP Access Point account."

USP recommends that you use a personal, unaffiliated email address for your application account. After you create a new account, an email will be sent to the specified email address. Please open the email and click on the confirmation link to confirm your account and "log in."
 - **Use an existing USP account.** If you have access to one of USP's free publications—*Pharmacopeial Forum*, *FCC Forum*, *Medicines Compendium*, or *Herbal Medicines Compendium*—click on "log in" and enter that username/email and password.
3. Once logged in,
 - **If applying for the 2015–2020 USP Council of Experts or Expert Committees**, select the Expert Committee categories that you would like to apply to serve on as chair or member, and rank your level of interest in each. A consolidated list of all 2015–2020 Expert Committees, their roles, and the expertise sought for each is available at www.usp.org/sites/default/files/usp_pdf/EN/2015-2020_ecschart.pdf.
 - **If applying for a 2010–2015 Expert Panel**, select the Expert Panel specified in the Call for Candidates notice that you are answering. Available notices can be accessed at <http://uspgo.to/expertpanels>. Please note that calls for Expert Panels are intermittent. When they occur, they are announced via the USP Compendial Updates email service (register at www.usp.org/store/free-resources/newsletter-and-information).
4. During the application process, you will be asked to enter the information listed below. You may want to prepare this information ahead of time and have related documents readily accessible.
 - Demographic information
 - Work and academic history
 - A brief biography and statement of interest describing why you want to be a USP volunteer
 - Skills inventory
 - Verification of your ability to commit to applicable conflict of interest, confidentiality, travel, and time requirements
 - Optional: upload your CV (this is supplemental and does not replace the application)
5. If you are unable to finish the application in one sitting, you can save your progress after completing all required fields within a given application section and log back in at a later time.

Questions?

- Learn how to apply by visiting https://callforcandidates.usp.org/sites/default/files/how_to_apply.pdf.
- See the FAQs in the application at <https://callforcandidates.usp.org/faqs>.
- Contact USP at USPVolunteers@usp.org or +1-301-816-8151.

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