

**P4 To-Do Checklist by Month**  
**Office of Academic and Student Affairs**  
**Drake University College of Pharmacy and Health Sciences**  
**2009-2010 Academic Year**

**SEPTEMBER**

- Curriculum Vitae [CV] or resume creation [Contact Kelli Pitts for assistance at 271-1978]
- Review residency or post-graduate education programs of interest [See Opportunities page at [pharmacy.drake.edu](http://pharmacy.drake.edu)]
- Review residencies who will be participating in the ASHP Midyear.
- Review ASHP Resident Matching Program requirements:  
<http://www.natmatch.com/ashprmp>

**OCTOBER**

- Graduate Interview Seminar: Thursday, October 8 - 6:15 pm to 9:00 pm in Levitt Hall
- Graduate Interview Day sign-up begins: Thursday, October 8 following the Graduate Interview Seminar

**NOVEMBER**

- Career Fair: Thursday, November 12 -- 6 pm to 8:30 pm in Upper Olmsted
- Interview Day: Friday, November 13 -- 8:30 am to 4 pm in Upper Olmsted
- Order cap, gown, and announcements from the University Book Store

**FEBRUARY**

- Graduation Application Electronic Submission Deadline: February 1, 2009
- Pharmacy & Health Sciences Day: Tuesday, February 23, 2010 -- All Day [Location Sheslow Auditorium (am); Olmsted (pm)]

**MARCH/APRIL**

- Contact board of pharmacy in specific state where plan to practice. Review application of state where plan to practice for specific requirements. Web sites for various Boards of Pharmacy may be found at:  
<http://www.nabp.net/index.asp?target=/whoweare/boards3.asp&>
- Iowa has a packet that needs to be completed which can be found at:  
<http://www.state.ia.us/ibpe/pdf/licapp.pdf>
- We have constructed an Iowa Internship License Booklet Information document located at:  
[http://www.drake.edu/cphs/resources/Links/Links/iowa\\_internship\\_license\\_booklet\\_information.php](http://www.drake.edu/cphs/resources/Links/Links/iowa_internship_license_booklet_information.php)

- Check name in the commencement program
- Set up your loan exit interview if you have one of the following loans:
  - Federal Perkins/Health Profession
  - Stafford
  - Supplemental
  - Law Access/Law loan
  - Questions? Call 271-3742.

## **MAY**

- Be advised that if there are any outstanding fees on campus or course work requirements that have not been met, it will be determined graduation requirements have not been fulfilled and all paperwork will be held.
- Inform Student Records of changes in address for mailing the diploma - 271-2241.
- Hooding Reception: Saturday, May 15 @ 2:00 pm in Knapp Center South Lobby
- Hooding Ceremony: Saturday, May 15 @ 4:00 pm in Knapp Center
- Graduate Commencement Ceremony: Sunday, May 16 @ 2:00 in Knapp Center