

2025 Travel Award Nominations/Supporting Letter Instructions

*Supporting letter must be written by an ACNP member, all categories of membership to include Fellow, Fellow Emeritus, Member, Member Emeritus, and Associate Member. **Members will be allowed to nominate two (2) persons for a Travel Award.***

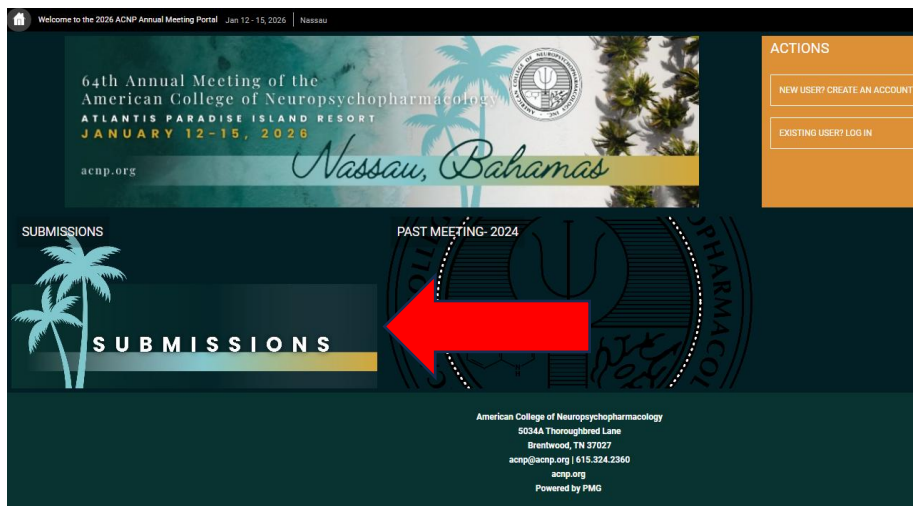
Once the Travel Award Applicant has entered their application and selected the nominator, you will receive an email prompting you to complete the supporting letter. If you do not receive the email, follow the instructions listed below.

Members will have to enter the supporting letter into a text field in the submission system, which will be kept confidential from the travel award applicant. The letter should include a concise and compelling description of why the candidate should receive the award. Focus on the candidate's research accomplishment and how and why at this time in their development this award would advance their career. Indicate whether the candidate is in the: top 1%, top 5%, top 10%, top 25%, or top 50% of all active research junior colleagues (M.D., D.O., D.V.M., D.N.P., Psy.D., Ph.D., or Pharm.D.) the ACNP member has known.

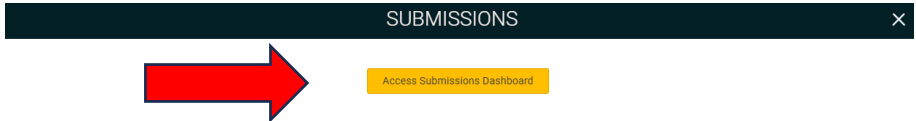
*Please note, this is a change from previous years where the supporting letter was uploaded as a pdf. If you need guidance on entering your supporting letter into the system, please call the ACNP Executive Office at (615) 324-2360. The Executive Office is open Monday – Friday from 8:00am to 5:00pm Central.

Please login at: <https://acnp.societyconference.com/v2/>

1. Select the Submissions box:



2. Select “Access Submissions Dashboard”



SUBMISSIONS ✕

[Access Submissions Dashboard](#)

Submissions for the January 2026 Annual Meeting will open in April 2025.

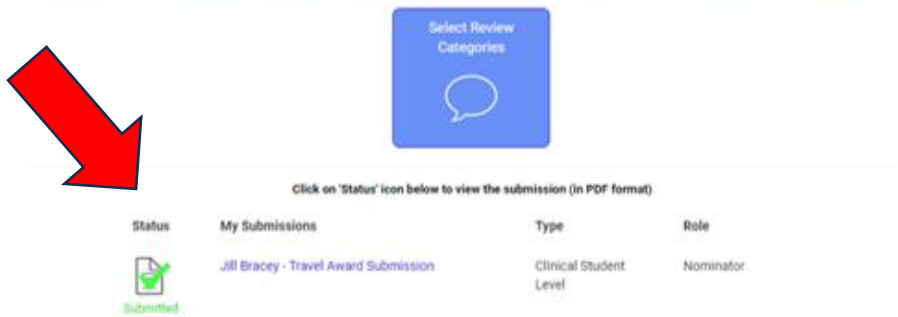
The 64th Annual Meeting will be held in Nassau, Bahamas at Atlantis Paradise Island Resort from January 12-15, 2026. The ACNP Annual Meeting is one of the world's leading forums for the exchange of cutting-edge scientific information about brain, behavior, and psychotropic drugs.

Please note, for the January 2026 Annual Meeting all scientific session presenters are expected to attend and participate in-person. The Annual Meeting will not be livestreamed, but will be recorded for access post-meeting.

Submissions will open in spring of 2025. Thank you for your interest in ACNP!


Submission Type	Deadlines*	Status	Submission Information
Travel Award Applications	May 8, 2025 (Supporting letters must be from ACNP members only. This includes all categories of ACNP membership.) Please click here to view a current membership list.	Opening on March 31st	Travel Award Eligibility Supporting Letter Submission
Panels, Mini Panels & Study Groups	May 27, 2025 - Chairs: create submission and invite presenters June 10, 2025 - Presenters: complete your portion of the submission June 12, 2025 - Chairs: review entire submission then finalize and submit submission for review by Program Committee	Opening in April	Panel Guidelines Mini Panel Guidelines Study Group Guidelines January 2026 Call for Proposals
Honoric Awards	June 20, 2025	Opening in April	Honoric Awards Information

3. Select the Travel Award applicant in the list below the blue boxes and follow the prompts to complete the supporting letter submission.

Select Review Categories

Click on 'Status' icon below to view the submission (in PDF format)

Status	My Submissions	Type	Role
 Submitted	Jill Bracey - Travel Award Submission	Clinical Student Level	Nominator

4. Be sure to click the “Save” and then “Submit” button once you have input your letter into the text field.

We recommend typing the letter in word, to then copy/paste into the system. There is not a character or word limit for your letter; however, if you use copy/paste to insert your letter into the system, please be sure the full letter pastes into the text field before you submit. If you need further guidance, please contact the Executive Office at acnp@acnp.org.

[Return to Dashboard](#)

Submit Travel Award



Save



Submit Clinical Student Level

To submit your supporting letter for the awardee, please enter your letter in the text box within the submission. There is no character or word limit; however, if you utilize copy and paste, please double check that all of your text pastes into the text box below. Please note, this is a change from previous years when the supporting letter was uploaded as a pdf. If you need guidance on entering your supporting letter into the system, please call the ACNP Executive Office at (615) 324-2360. The Executive Office is open Monday – Friday from 8:00am to 5:00pm Central.

Type Clinical Student Level

Nominee Jill Bracey
ACNP

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Please enter your Supporting Letter for the Travel Award applicant. The letter should include a concise and compelling description of why the candidate should receive the award. Focus on the candidate's research accomplishment and how and why at this time in their development this award would advance their career. Indicate whether the candidate is in the: top 1%, top 5%, top 10%, top 25%, or top 50% of all active research junior colleagues (M.D., D.O., D.V.M., D.N.P., Psy.D., Ph.D., or Pharm.D.) the ACNP member has known. *

There is no character or word limit; however, if you utilize copy and paste, please double check that all of your text pastes to the text box below.