ACP Internal Medicine Interest Group (IMIG)
Sponsorship Program Application Checklist

- Name, ACP member number, email address, and phone number of the incoming club president
  - Don’t have an ACP member number? Join as a Medical Student Member for FREE: https://studentjoin.acponline.org/studentjoin.
- Names, ACP member numbers, and email addresses for one additional student leader
- Name, email address, phone number of the club’s faculty advisor (physician faculty member who provides guidance and support to your IMIG)
- ACH payment information in order to receive electronic payments to your club. If you do not know the information, reach out to the department that has oversight of the IMIG account
- Payee and shipping address for funding checks if your club cannot receive electronic payments
  - Checks must be made payable to a club bank account or an institution, they cannot be made payable to an individual. Please confirm payee with your school's accounting office before submitting to prevent delays in your application.
- Shipping address for recruitment materials and any other packages
- A brief description of general club activities. Note that ACP has prepared three pre-packaged activities that can be downloaded once your IMIG Sponsorship application has been processed. You can also find ideas for club activities in our IMIG Resource Guide.
- A brief description of activities planned with your local ACP Chapter
- Goal(s) for club activities. Please indicate which of the pre-packaged activities you plan to use with your group.
- An explanation of how your club plans to measure the success of these activities
- Your institution's W9 form