Accessing Interfolio Packet

After signing in to Interfolio select University of Rhode Island:

Your packet will appear in your Action Items:
Click on your name to enter the Dashboard of your case:

Below you will find an overview of the packet requirements outlined by your institution. This page will be updated as you make progress toward your packet. To learn more, read the Candidate's Packet Guide.

### External Review Content
**Due: 2019-09-01 | Not Yet Submitted**

<table>
<thead>
<tr>
<th>Type</th>
<th># Required</th>
<th># Added</th>
</tr>
</thead>
<tbody>
<tr>
<td>Additional Documents</td>
<td>0 required</td>
<td>0</td>
</tr>
</tbody>
</table>

### Appointment Letter (Section 1)
**Due: 2019-10-01 | Not Yet Submitted**

<table>
<thead>
<tr>
<th>Type</th>
<th># Required</th>
<th># Added</th>
</tr>
</thead>
<tbody>
<tr>
<td>Appointment Letter</td>
<td>1 required</td>
<td>0</td>
</tr>
<tr>
<td>Appointment Letter Supplementary Materials</td>
<td>0 required</td>
<td>0</td>
</tr>
</tbody>
</table>

It is simply a summary of the requirements. Click on any Edit button to begin adding documents to your packet.

Here you will be given descriptions and an upload interface, where applicable, of the items you are required to add to the packet:

- **External Review Content**
  - Due: Sep 1, 2019 | Not Yet Submitted
  - Additional Documents
    - 0 Added
    - No files have been added yet.

- **Appointment Letter (Section 1)**
  - Due: Oct 1, 2019 | Not Yet Submitted
  - Appointment Letter
    - 1 required, 0 Added
    - No files have been added yet.
  - Appointment Letter Supplementary Materials
    - 0 Added
    - No files have been added yet.