

## **More on the DropBox Feature for the Rookie Camp**

### **Why Make DropBox Available to Recruiters?**

The purpose of this document is to provide more detail on exactly how the DropBox feature works along with its intended purpose.

Applicants will upload their documents and apply online. For schools that do not have an online application system, DropBox is a great way to have a complete archive of all applicants and helps to minimize the likelihood that application materials get misplaced or lost. Also, many will find it more convenient to view and print materials from the DropBox folder than to download information one candidate at a time.

Please also note that you, as a recruiter, do not need to use the DropBox functionality. You will get a DropBox invite, which you do not have to respond to. By not accepting the DropBox invite you avoid having it added to your account.

### **How DropBox Functionality Works on the Rookie Camp Site**

1. As in prior years, applicants upload application materials on the rookie camp website and then select schools they want to apply to.
2. This year all logins are managed through Single Sign On. Register for the camp by visiting this link, then return to [RookieCamp.org](http://RookieCamp.org)
3. After an applicant uploads all of his/her application materials, the candidate must "Submit" his/her application. Once an application submits his/her application, a DropBox sub-folder gets created in the DropBox folder for every school the applicant applied to, and all application materials (including a pdf version of the applicants Profile page) are delivered to the subfolders. Please see the homepage of [RookieCamp.org](http://RookieCamp.org) for up to date application deadlines (the date at which all materials need to be submitted).
4. Applicants can apply to additional schools after they submit application materials, and their application materials will immediately be delivered to those schools. This allows for applicants to apply to schools that posted positions after application materials were submitted.