

# OPRC Business Card Program

## SAMPLE CARD

 BRIGHAM AND WOMEN'S HOSPITAL	
Jane Doe, Ph.D. BWH Title HMS Title	Phone Fax
Department Address 2 Email Address	A Teaching Affiliate of Harvard Medical School

*This standard BWH business card format cannot be changed.*

*Business cards are a great networking tool, which help you present a professional image!*

## INSTRUCTIONS:

- Using the template ABOVE as a guide, please indicate your information via the online entry form. All information is subject to approval by OPRC.
- A receipt confirmation will be sent to all applicants.
- A notice will be sent to all that the call for orders is closed when we reach the maximum number of orders which can be funded.

## CONTACT:

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The OPRC is pleased to announce that we will facilitate and fund a limited number of business card orders for BWH Postdoctoral Research Fellows.

## Eligibility and Restrictions:

- Each postdoc is eligible for ONE order of business cards only, regardless of his/her length of employment/affiliation with BWH or if he/she change laboratories or locations within BWH.
- Only postdoctoral fellows working in BWH laboratories under the direction of a BWH mentor are eligible for an order of business cards.
- Requests will be processed in the order in which they are received.
- Due to limited funding, we cannot commit to providing this service on an on-going basis. We will make every effort to accommodate all requests.

## Please consider allowing other postdocs to partake in this benefit if:

- You are nearing the end of your postdoctoral training.
- You are planning to leave BWH within the year.
- You already have business cards.

**More Information:** [http://bwhbri.partners.org/OPRC/documents/Business\\_Card.pdf](http://bwhbri.partners.org/OPRC/documents/Business_Card.pdf)

**Please click here to submit your order!**



BRIGHAM AND  
WOMEN'S HOSPITAL

Center for Faculty Development & Diversity

Office for Postdoctoral and  
Research Careers

Sharing strategies. Supporting careers.

