



Policy Title: Visiting Students

Accountable Dean(s), Director(s), or Office(s):

Associate Dean for Admissions and Student Affairs

Reviewed By:

Office of Admissions and Student Affairs

Approval Body:

Executive Faculty

RELEVANT LCME STANDARD:

5.10 Resources Used by Transfer/Visiting Students

10.8: Visiting Students

POLICY STATEMENT AND PURPOSE:

The LCME states: The resources used by a medical school to accommodate any visiting and transfer medical students in its medical education program do not significantly diminish the resources available to already enrolled medical students.

Also, a medical school does all of the following with regard to visiting students:

- Verifies the credentials of each visiting medical student
- Ensures that each visiting medical student demonstrates qualifications comparable to those of the medical students the visiting student would join in educational experiences
- Maintains a complete roster of visiting medical students
- Approves each visiting medical student's assignments
- Provides a performance assessment for each visiting medical student
- Establishes health-related protocols for such visiting medical students
- Identifies the administrative office that fulfills each of these responsibilities

DEFINITIONS

For purposes of this policy, the following definition applies:

- Visiting student: A student enrolled at one medical school who participates in clinical (typically elective) learning experiences for a grade sponsored by another medical school without transferring their enrollment from one school to the other.

POLICY GUIDELINES:

Tulane may offer clinical rotations to senior-year students at other U.S. medical schools, including member schools of the Association of American Medical Colleges, who have successfully completed core clerkships and who have passed USMLE Step 1 exams prior to

application to the Tulane School of Medicine. University of Queensland students completing their clinical curriculum through Ochsner's UQ-Ochsner Clinical School may be considered for visiting opportunities at Tulane in the 4th year of their program, pending Tulane departmental availability. No other students from international schools are eligible to complete visiting rotations at Tulane.

General Requirements:

- Tulane only accepts applications through the AAMC Visiting Student Application System (VSAS) program. Applicants must receive authorization from their home school in order to use the program.
- Applications from visiting students are processed after Tulane medical students have signed up for their 4th-year rotations, which usually begins between the end of April and mid-May. Final approval for all visiting students is at the discretion of the Department with consideration for availability and space.
- Visiting students must be seniors in a four-year curriculum when the clinical rotation is taken and must have completed the equivalent of Tulane's basic clerkships in internal medicine, surgery, pediatrics, family medicine, psychiatry, neurology, and obstetrics and gynecology.
- Clinical rotations completed by visiting students do not carry credit within Tulane Medical School; therefore, visiting students are not eligible for the MD degree from Tulane University.
- Clinical rotations will follow Tulane's published schedule; requests to change dates of rotations will not be accommodated.
- Visiting students are ineligible for Tulane School of Medicine financial support or compensation, except in specific cases where a department has created a scholarship associated with a particular elective.
- The visiting student must make his/her own arrangements for room, board, and parking. Students may rent a room and lease parking space from the University if there are openings.
- For rotations that require medical records access, visiting students will be responsible for completing training and other access requirements prior to starting the rotation. Students will not be able to access the medical record until they have completed relevant training modules and been onboarded through the hospital system.
- The Tulane departmental administrator works with the visiting student and their home institution to ensure an assessment/evaluation is completed.

LAST REVIEW DATE/APPROVAL:

Office of Admissions and Student Affairs: 03/12/25

Executive Faculty: 03/25/25

REVIEW CYCLE:

Every 5 years