Much of the material collated in this guide comes from the following sources:


https://www.aamc.org/cim/
<table>
<thead>
<tr>
<th>Month, Year</th>
<th>Early Match (Ophthalmology, Urology, Military)</th>
<th>Regular Match</th>
</tr>
</thead>
<tbody>
<tr>
<td>December 2019</td>
<td>2 – Away Rotations – Everything You Need to Know</td>
<td>2 – Away Rotations – Everything You Need to Know</td>
</tr>
<tr>
<td>January 2020</td>
<td>Begin registration for T4 year Begin registering for away rotations</td>
<td>Begin registration for T4 year Begin registering for away rotations</td>
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<tr>
<td>March 2020</td>
<td>2 – Personal Statement Workshop Registration for away rotations CV/Personal statement Review via Canvas</td>
<td>2 – Personal Statement Workshop Registration for away rotations CV/Personal statement Review via Canvas</td>
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<td>April 2020</td>
<td>Registration for away rotations Mock interviews for away rotations CV/Personal Statement Review via Canvas Request letters of recommendation by May 1</td>
<td>Registration for away rotations Mock interviews for away rotations CV/Personal Statement Review via Canvas Request letters of recommendation by May 1</td>
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<tr>
<td>May 2020</td>
<td>TBA – CV/Personal Statement Workshop Registration for away rotations Mock interviews for away rotations CV/Personal statement Review via Canvas Request letters of recommendation by July 31</td>
<td>TBA – CV/Personal Statement Workshop Registration for away rotations Mock interviews for away rotations CV/Personal statement Review via Canvas Request letters of recommendation by July 31</td>
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<td>Month, Year</td>
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<td>Regular Match</td>
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</table>
| July 2020        | 1 – Military Match opens  
TBA – Interview Workshop  
TBA – CV/Personal Statement Workshop  
☐ Schedule & attend MSPE Appointment with Dean Kahn  
☐ Registration for away rotations  
☐ Mock interviews  
☐ CV/Personal statement review via Canvas | TBA – Interview Workshop  
TBA – CV/Personal Statement Workshop  
☐ Schedule & attend MSPE Appointment with Dean Kahn  
☐ Registration for away rotations  
☐ Mock interviews  
☐ CV/Personal statement review via Canvas  
☐ Request letters of recommendation by July 31 |
| August 2020      | 31 – Military Match deadline  
TBA – CV/Personal Statement Workshop  
TBA – Interview Workshop  
☐ Schedule & attend MSPE Appointment with Dean Kahn  
☐ Registration for away rotations  
☐ Mock interviews  
☐ CV/Personal statement review via Canvas | TBA – CV/Personal Statement Workshop  
TBA – Interview Workshop  
☐ Schedule & attend MSPE Appointment with Dean Kahn  
☐ Registration for away rotations  
☐ Mock interviews  
☐ CV/Personal statement review via Canvas |
| September 2020   | 5 – San Francisco (ophthalmology) Match deadline  
15 – NRMP Opens (APPLICATIONS FOR REGULAR MATCH CAN BE SUBMITTED)  
TBA – Urology Interviews begin  
TBA – CV/Personal Statement Workshop  
TBA – Interview Workshop  
☐ Registration for away rotations  
☐ Mock interviews  
☐ CV/Personal statement review via Canvas | 15 – NRMP Opens (APPLICATIONS FOR REGULAR MATCH CAN BE SUBMITTED)  
TBA – CV/Personal Statement Workshop  
TBA – Interview Workshop  
☐ Registration for away rotations  
☐ Mock interviews  
☐ CV/Personal statement review via Canvas |
| October 2020     | 1 – MSPE released to all programs (cannot release earlier)  
TBA – Interview Workshop  
☐ Registration for away rotations  
☐ Mock interviews | 1 – MSPE released to all programs  
☐ Registration for away rotations  
☐ Mock interviews |
| November 2020    | 30 – Last day to apply to NRMP without late fee  
☐ Begin drafting rank list  
☐ Discuss rank list with advisor | 30 – Last day to apply to NRMP without late fee |
<table>
<thead>
<tr>
<th>Month, Year</th>
<th>Early Match (Ophthalmology, Urology, Military)</th>
<th>Regular Match</th>
</tr>
</thead>
</table>
| December 2020 | TBA – Military Match results announced  
☑ Share these results with Dr. Kahn & SOMSchedule  
TBA – Urology preference lists due | TBA – How do I rank programs?!? Workshop  
☑ Begin drafting rank list  
☑ Discuss rank list with advisor |
| January 2021 | 15 – NRMP Rank order list entry opens  
☑ Submit rank list  
TBA – San Francisco (ophthalmology) Match rank list due  
TBA – San Francisco (ophthalmology) Match results announced  
TBA – Urology Match results announced | 15 – NRMP Rank order list entry opens  
☑ Submit rank list |
| February 2021 | 20 – NRMP Rank order list deadline  
☑ Submit NRMP rank list | 20 – NRMP Rank order list deadline  
☑ Submit NRMP rank list |
| March 2021 | 15-19 – SOAP  
19-- Match Day! | 15-19 – SOAP  
19-- Match Day! |
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<th>Function</th>
<th>Name</th>
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<th>Phone</th>
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<tr>
<td>Away Rotations</td>
<td>Katrina D’Aquin, Ph.D.</td>
<td><a href="mailto:kdaquin@tulane.edu">kdaquin@tulane.edu</a></td>
<td>504.988.4465</td>
</tr>
<tr>
<td>Career Advising</td>
<td>Chayan Chakraborti, M.D.</td>
<td><a href="mailto:cchakrabort@tulane.edu">cchakrabort@tulane.edu</a></td>
<td>504.988.7518</td>
</tr>
<tr>
<td></td>
<td>Katrina D’Aquin, Ph.D.</td>
<td><a href="mailto:kdaquin@tulane.edu">kdaquin@tulane.edu</a></td>
<td>504.988.4465</td>
</tr>
<tr>
<td>Class Registration</td>
<td>Allys Dierker</td>
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<td>504.988.5331</td>
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<tr>
<td></td>
<td>Katrina D’Aquin, Ph.D.</td>
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<td>504.988.4465</td>
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<tr>
<td></td>
<td>Melissa Riley</td>
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<td>504.988.5188</td>
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<tr>
<td>Class Registration</td>
<td>Katrina D’Aquin, Ph.D.</td>
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<td>504.988.4465</td>
</tr>
<tr>
<td>CV/Personal Statement Review</td>
<td>Katrina D’Aquin, Ph.D.</td>
<td><a href="mailto:kdaquin@tulane.edu">kdaquin@tulane.edu</a></td>
<td>504.988.4465</td>
</tr>
<tr>
<td>ERAS Tokens</td>
<td>Melissa Riley</td>
<td><a href="mailto:Mriley2@tulane.edu">Mriley2@tulane.edu</a></td>
<td>504.988.5188</td>
</tr>
<tr>
<td>Mock Interviews</td>
<td>Katrina D’Aquin, Ph.D.</td>
<td><a href="mailto:kdaquin@tulane.edu">kdaquin@tulane.edu</a></td>
<td>504.988.4465</td>
</tr>
<tr>
<td>MSPEs</td>
<td>Marc Kahn, M.D.</td>
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<td>504.988.5331</td>
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<tr>
<td></td>
<td>Roberta Cartaginese</td>
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<td>504.988.0849</td>
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<td>Transcript Uploads</td>
<td>Melissa Riley</td>
<td><a href="mailto:Mriley2@tulane.edu">Mriley2@tulane.edu</a></td>
<td>504.988.5188</td>
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<tr>
<td>VSAS/VSLO Issues</td>
<td>Katrina D’Aquin, Ph.D.</td>
<td><a href="mailto:kdaquin@tulane.edu">kdaquin@tulane.edu</a></td>
<td>504.988.4465</td>
</tr>
<tr>
<td>Department</td>
<td>Name</td>
<td>Email</td>
<td>Phone</td>
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<tr>
<td>Anesthesiology</td>
<td>Erin Boh</td>
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<tr>
<td>Dermatology</td>
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<td>(504) 988-5114</td>
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<tr>
<td>Emergency Medicine</td>
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<tr>
<td>ENT</td>
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<td><a href="mailto:pfriedla@tulane.edu">pfriedla@tulane.edu</a></td>
<td>(504) 988-5454</td>
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<tr>
<td>ENT</td>
<td>Rizwan Aslam</td>
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<td>(504) 988-4700</td>
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<td>Internal Medicine</td>
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<td><a href="mailto:cchakrab@tulane.edu">cchakrab@tulane.edu</a></td>
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<tr>
<td>Neurology</td>
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<tr>
<td>Neurosurgery</td>
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<td></td>
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<tr>
<td>OB/GYN</td>
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<td>(504) 988-2145</td>
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<tr>
<td>Ophthalmology</td>
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<td>(504) 988-2465</td>
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<tr>
<td>Orthopaedics</td>
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<td><a href="mailto:pgladden@tulane.edu">pgladden@tulane.edu</a></td>
<td>(504) 988-3515</td>
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<td>(401)528-7675</td>
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<tr>
<td>Pathology</td>
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<td>(504) 988-6594</td>
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<td>Pediatrics</td>
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<td>(504) 988-6692</td>
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<tr>
<td>Psychiatry</td>
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<td><a href="mailto:aweiss3@tulane.edu">aweiss3@tulane.edu</a></td>
<td>(504) 988-5406</td>
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<td>Psychiatry</td>
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<td><a href="mailto:ponell@tulane.edu">ponell@tulane.edu</a></td>
<td></td>
</tr>
<tr>
<td>Radiology</td>
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<td>(504) 988-7627</td>
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<tr>
<td>Surgery</td>
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<td>(504) 988-0783</td>
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<tr>
<td>Urology</td>
<td>Raju Thomas</td>
<td><a href="mailto:rthomas@tulane.edu">rthomas@tulane.edu</a></td>
<td>(504) 988-2750</td>
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<tr>
<td>Urology</td>
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<td>(504) 988-0768</td>
</tr>
<tr>
<td>Urology</td>
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<td><a href="mailto:whellst@tulane.edu">whellst@tulane.edu</a></td>
<td>(504)988-5372</td>
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Web Resources

Careers in Medicine
www.aamc.org/cim

ERAS
www.aamc.org/eras

FREIDA
www.ama-assn.org/ama/pub/education-careers/graduate-medical-education/freida-online.page

NRMP
www.nrmp.org

American Urological Association
www.auanet.org

San Francisco Match
www.sfmatch.org

Military Match
www.militarygme.org

VSAS/VSLO
www.aamc.org/students/medstudents/vsas

USMLE
www.usmle.org

NMBE
www nbme.org
Scheduling Fourth Year

THIS INFORMATION CAN BE FOUND AS A .PDF ON EMEDLEY’S ECURRICULUM SITE.

T4 SCHEDULING CONSIDERATIONS: QUESTIONS TO ASK YOUR MENTORS

Remember that you are required to consult mentors and/or specialty-specific advisors before you are eligible to register for your T4 year. Use this required worksheet to guide your discussions with your mentors, narrow your career research, plan your T4 schedule, and document that you are prepared for your initial T4 scheduling meeting.

Complete and sign the attached worksheet, and turn in a copy during your T4 scheduling appointment.

This career advising process began very early in your SOM career (with The Learning Communities, Careers in Medicine exercises, MBTI consultations, etc.), but now is the exciting time when you get to plan your T4 schedule! Don’t forget about all of your career advising/schedule advising resources:

- eMedley’s eCurriculum (where you can find Dean’s Hour recordings, scheduling FAQs, registration guide, scheduling worksheet, rotation descriptions)
- Tulane SOM’s career advising website (for specialty info and specialty-specific advisor contact info): https://medicine.tulane.edu/student-affairs/student-resources/career-development
- Careers in Medicine (https://www.aamc.org/cim/profile)
- NRMP resources, including Program Director’s Survey and Charting Outcomes in the Match (for factors directors use to offer interviews and rank candidates, when interview invitations are extended, when interviews are conducted, etc.): https://www.nrmp.org/main-residency-match-data/
- Specialty-specific faculty advisors, Dr. Chakraborti, Dr. D’Aquin, clerkship directors, specialty interest groups

Remember that all T4s, regardless of specialty choice, must complete the same required rotations. In contrast, the timing and field of your sub-internship and the type of electives you choose will likely differ based on your preferred Match specialty.

To be eligible to register for your T4 year,

- Complete at least one column on the attached worksheet. If you have decided on a single specialty, one column is all you need! If you are trying to decide between multiple specialties, fill in as many columns as will help you plan a T4 schedule that gives you multiple options. Focus in particular on completing the “Specialty/Mentor information” and “Scheduling considerations” sections in the short term before your T4 scheduling appointment.
- Read the eMedley eCurriculum scheduling FAQs and registration guide carefully.
- Complete the T4 scheduling worksheet (that worksheet included with the T4 registration guide that includes specific block dates and room to fill in your preferred rotations).
- Bring hard copies of written permission for all acting internships (copies of email permission will work!).
- Bring hard copies of written permission for any electives that require departmental permission (see individual rotation descriptions in eMedley’s eCurriculum for registration process and contact info).

And finally, remember that while you will benefit if you have a permanent schedule for your T4 year, this advising process will be iterative. You may need to delay asking your mentor questions about interviewing so
you don’t stress out too much about the distant future instead of focusing on planning a T4 schedule; just follow up with your advisor about residency applications later! You may need to consult your advisors more than once if you discover that you loved/hated a recommended elective more than you thought. You may need to add an SOM elective if you aren’t accepted to your preferred away rotation. You may need to visit your advisors more than once as you get closer to interviews for reassurance and guidance. You may need to consult with your advisors as you decide whether to cancel interviews. You may need to consult with your advisors to debrief about how a specific interview went.

For more information on scheduling your T4 year, please be sure to check out the resources on eMedley. (Sign into eMedley, click on “Applications,” then “Curriculum.” Click “View Curriculum Website,” and navigate through “T4 Required,” “T4 Sub-I (Acting Internship),” “T4 Electives,” and “T4 Away Rotations.”)
**Student Name:**  

_________________________

**Student Signature:**  

_________________________

**Date:**  

_________________________

### Specialty/Mentor Information

<table>
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<tr>
<th>Specialty #1</th>
<th>Specialty #2</th>
<th>Specialty #3</th>
</tr>
</thead>
</table>

**What specialty or specialties are you interested in?**  

**List mentors/specialty-specific advisors you’ve consulted.** (Can list more than one per specialty)

### Scheduling Considerations

**Fill in the answers you got from your advisors: use the answers to help plan your schedule!**

- Do I need an acting-internship before ERAS is due (10/1), or can it wait until spring?
- Does it matter what field I complete an acting-internship in, and what field is that?
- Are away's recommended before ERAS is due (10/1)? How many?
- Will I need a chair’s letter? If so, what rotations do I need to complete for the chair’s letter?
- What electives are recommended for this specialty?
- Does my specialty demand a research elective? (In what? Can you recommend a PI for me?)

### Application/Interviewing Considerations

(NRMP’s Program Director Survey also helps answer some of these questions!)

- Is my Step 1 score competitive? If not, what can I do to help my application?
- Should I have a Step 2 score before ERAS is due (10/1)?
- When is peak interview season? *(i.e., schedule vacation/online electives during these times!)*
- What kinds of Letters of Recommendation do I need? From whom? How many?
- How many programs should I apply to?
- How many interviews should I accept?
- Are there other specialty-specific requirements? *(For example, SLOEs for emergency medicine, program-specific personal statements, standardized video interviews)*

### Other Questions You May Have

(Jot down any additional questions you have so you don’t forget to ask.)

**Other questions you may have:**

_________________________

_________________________

_________________________

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_________________________
Away Rotations

Away rotations are required for some specialties, expected for some, and completely not necessary for some. The potential costs and benefits of doing away rotations should be discussed with your specialty advisor/mentor. Specific things to consider include:

- Do I need a letter of recommendation from someone outside of my home program?
- Do I need to demonstrate experience in an environment different from TUSOM (e.g., county, community, etc.)?
- Will I be able to put forward 200% effort into my away rotation, so that it reflects well upon me? (You should earn Honors in your away rotations to maximize the benefit on applications)
- Am I planning to apply in competitive regions, where connections to a program may be beneficial?
- Is the location of the away rotation one for which I need more information before deciding whether to apply there?
- Am I planning on participating in the military match?

EXTRAMURAL CLERKSHIP: POLICIES AND APPLICATION FOR APPROVAL

Tulane has designed its extramural clerkship (“away rotation”) approval process to meet LCME standards for oversight of extramural electives.1

Students must have departmental approval for an away rotation and must upload required documents ideally at least 30 days before the away rotation is scheduled to begin. No retroactive schedule changes will be made.

Domestic away rotations can be completed only at ACGME- or LCME-accredited institutions or programs.
- LCME directory: http://lcme.org/directory/
- ACGME directory: https://apps.acgme.org/ads/public/

International away rotations must be approved through the Department of Family and Community Medicine. Students pursuing international rotations must complete this form and additional steps to ensure your safety and the quality of your educational experience. See the department for more information.

Step 1: Departmental Approval

Away rotations require approval by the faculty of the Tulane department equivalent to the away rotation department. For example, Tulane’s Surgery Department must approve a surgery away rotation. You may begin this process before you are accepted to the rotation.

---

1 Standard 11.3, “Standards For Accreditation of Medical Education Programs Leading to the MD Degree,” published March 2016.
1. Complete all information on the attached extramural clerkship approval form
2. Attach a description of the rotation
3. Submit the form and description to the clerkship coordinator of the appropriate Tulane department. The clerkship coordinator will present the application to the clerkship director, chair or chair’s faculty designee for approval. Only faculty may approve away rotations. For away rotations in anesthesiology, students may submit their application directly to the clerkship director.

To meet LCME accreditation standards and to ensure a productive and safe learning environment, students and faculty should discuss the following, particularly for international electives and electives in non-traditional environments:
• Potential risks to the health and safety of patients, students, and the community
• The availability of emergency care
• The possibility of natural disasters, political instability, and exposure to disease
• The need for additional preparation prior to, support during, and follow-up after the elective
• The level and quality of supervision
• Any potential challenges to the code of medical ethics adopted by the home school

Step 2: eMedley Documentation
Students must upload all of the following as a single document into the “documents” tab in eKeeper in eMedley (see next page for guide to uploading in eKeeper):
1. Extramural clerkship form approved by a faculty member of the appropriate Tulane department.
2. Description of the rotation.
3. Acceptance letter, email, or screenshot from the host institution that identifies the student’s name, rotation name, and rotation dates.

This process can be completed only after you have been accepted by the host institution.

To upload your document in eMedley:

Save the approved form, description, and acceptance as a single document.
See step-by-step instructions with screen shots on eMedley.

Step 3: Committee Decision
Email SOMSchedule@tulane.edu to indicate that you have uploaded a completed, approved away rotation application (and supporting documentation including proof of acceptance by the host institution) to your eKeeper. Await review and approval by the approval committee that includes Student Affairs and Academic Affairs administrators.

You will receive an email either that the rotation has been added to your schedule, has been declined, or requires more documentation. As always, check your email daily.
Step 4: Host Institution Paperwork
You may need to provide your host institution with various kinds of documentation. See the PDF “Where do I get away rotation documents” for information about how to request transcripts, health-related documents, insurance proof or certificates, etc.

Step 5: Rotation Changes and Follow-up
If you will not complete an away rotation that has been approved, you must email SOMSchedule@tulane.edu more than one week before the rotation is scheduled to begin to request that the rotation be dropped. If you do not meet this deadline, you will earn an F in the scheduled rotation.

After you complete an away rotation, the following documents must be submitted before you will be assigned a final grade. It is your responsibility to follow up on both documents.
• Your supervisor’s evaluation of your performance. This form is available on eMedley eCurriculum under “T4 Away Rotations” → Documents → Away evaluation form
• Your evaluation of the away rotation. You will be asked to complete an evaluation of your away rotation through E-Value, just as you are asked to complete evaluations of Tulane rotations. Completing evaluations is a component of professionalism and provides students with valuable information about the quality of your experience at a particular program.

A special note on required rotations
All core clerkships (those “on the donut”) must be completed at Tulane University School of Medicine. These cannot be completed at away sites. Similarly, Community Health (MED4409) must be completed at Tulane University School of Medicine.

Radiology (RADS3020), Outpatient Surgery (SURG3120), Emergency Room Medicine (EMER4020), acting internships (see below), and clinical electives may be taken as away rotations, if approved.

A special note on away acting-internships
Some Tulane departments do not offer team-based, inpatient medical care (for example, emergency medicine, dermatology, pathology, radiation, radiation/oncology) and do not, therefore, offer acting internships.

If you wish to complete an away acting internship, you must follow all steps for an away rotation, you must provide documentation that the away rotation meets specific acting internship standards, and you must complete and attach the “Acting Internship Checklist” (see final page of this packet) to your away rotation documentation that you upload to eKeeper.

The course description must document that the student will meet each of the following criteria for the clinical experience to qualify as an acting internship:
1. Perform an independent evaluation of each patient and formulate an appropriate management plan.
2. Discuss patient management and enter patient orders for a supervising physician to cosign.
3. Respond to calls (such as through paging) for patient care needs after discussing with the supervising physician.
4. Perform patient care handovers under the supervision of a resident or attending.
5. Maintaining patient daily documentation – admit H&Ps, follow up visits, discharge summaries, operative reports etc.
6. Demonstrate a level of autonomy superior to a third-year clerkship student.

Students must also document completion of the following required clinical experiences by the end of the rotation and are responsible for entering these experiences into their respective E-Value case log in a timely manner.
1. Document a full hospital admit history and physical
2. Enter admit orders for their patient
3. Document a complete discharge summary of the patient’s hospital care
4. Enter discharge orders for their patient
5. Complete prescriptions that may be needed for discharge
6. Perform a patient handover or sign out
7. Obtain written informed consent (i.e., a blood transfusion)

EXTRAMURAL CLERKSHIP INFORMATION: WHERE DO I GET REQUIRED DOCUMENTS

Students who apply for “away rotations” often have to submit various documents to the host institution. Use the following as a guide for gathering the required documentation you may need:

Documents required by Tulane School of Medicine

- **Extramural Clerkship Approval Form**: Upload a completed extramural clerkship packet ideally at least 30 days before the start of your away rotation. Read the form carefully for all rules, required documents, and eMedley eKeeper upload instructions.
  
  [http://medicine.tulane.edu/sites/g/files/rdw761/f/pictures/EXTRAMURAL%20CLERKSHIP%20form%202016%20Nov.pdf](http://medicine.tulane.edu/sites/g/files/rdw761/f/pictures/EXTRAMURAL%20CLERKSHIP%20form%202016%20Nov.pdf)

- **Clinical Student Evaluation Form**: After your rotation, your site supervisor must submit an evaluation of your performance. You will not receive a grade or be allowed to graduate until Tulane SOM has received the evaluation. We will accept the host institution’s evaluation form if they will not complete Tulane’s form. The form includes information about how to return the form to Tulane. This form is available on eMedley eCurriculum under “T4 Away Rotations” → Documents → Away evaluation form.

- **Course Evaluation Form**: After your rotation, you are responsible for completing an evaluation of the rotation, as you would for Tulane rotations and clerkships. You will receive automatic email from E-Value to complete your evaluation.
Documents that may be required by the **host institution**

<table>
<thead>
<tr>
<th>What do you need?</th>
<th>Where can you get it?</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Transcript</strong></td>
<td>CHIT form: <a href="https://tmedweb.tulane.edu/portal/student-guide/important-forms/item/chit-form?category_id=22">https://tmedweb.tulane.edu/portal/student-guide/important-forms/item/chit-form?category_id=22</a>. In the “to” box, request that Melissa Riley upload your transcript to VSAS or whatever other system you are applying through.</td>
</tr>
<tr>
<td><strong>Letter of Good Standing</strong></td>
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<tr>
<td><strong>Extramural Clerkship Letter</strong></td>
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<tr>
<td><strong>Copy of OSHA training certificate</strong></td>
<td></td>
</tr>
<tr>
<td><strong>Copies of HIPAA training certificate</strong></td>
<td></td>
</tr>
<tr>
<td>• <strong>Mask fit documentation</strong></td>
<td>Contact Tulane’s Office of Environmental Health and Safety, <a href="https://tulane.edu/oehs/">https://tulane.edu/oehs/</a></td>
</tr>
<tr>
<td>• <strong>ACLS/BLS certification</strong></td>
<td>You received proof of certification when you completed ACLS/BLS training. Use this card to document your training. For questions about your training or card, please contact Tulane’s Sim Center.</td>
</tr>
<tr>
<td>• <strong>PPD documentation</strong></td>
<td>Contact Tulane’s Student Health Center, <a href="http://www2.tulane.edu/health/index.cfm">http://www2.tulane.edu/health/index.cfm</a></td>
</tr>
<tr>
<td>• <strong>Immunization forms</strong></td>
<td></td>
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<tr>
<td>• <strong>Copy of T3 orientation drug screen results</strong></td>
<td></td>
</tr>
<tr>
<td>• <strong>New drug test screen</strong></td>
<td>Contact Tulane’s Student Health Center for an appointment for a new drug screen: <a href="http://www2.tulane.edu/health/index.cfm">http://www2.tulane.edu/health/index.cfm</a>. Allow at least 2 weeks for results.</td>
</tr>
</tbody>
</table>
| • **Criminal background check**                          | • Complete [waiver](https://tulane.edu/oehs/) and email it to the TUPD Records email address (records@tulane.edu) or Tulane Security will not be able to process your request. You will receive your results through email.
|                                                          | • For a more detailed background check (for which you must pay), go to [https://applicationstation.certiphi.com/](https://applicationstation.certiphi.com/) and use the application station code: TulaneCBC. Complete the application, provide payment, and Certiphi will process the search and post results online to you. For any technical questions/issues, contact Certiphi at 800-803-7860. |
| • **Malpractice insurance coverage**                     | • If you simply need a form signed that you have insurance, bring the form to Admissions and Student Affairs or submit a CHIT form.
| Please note the difference between simple verification of coverage, which can be requested by a CHIT, or the more detailed certificate of coverage, which must be requested by Student Affairs staff through our insurance provider. | • If you need a **certificate** (rather than just verification), email Katrina (kdaquin@tulane.edu). Allow 2-3 weeks to receive a certificate. Include the following information in your request:
|                                                          |   • your name,
|                                                          |   • the required insurance coverage limits,
|                                                          |   • the dates you will be completing your away rotation,
|                                                          |   • the name of the institution where you will be rotating,
|                                                          |   • that institution’s mailing address, and
|                                                          |   • a contact person (if known/applicable) at that institution. |
CVs
A CV, or Curriculum Vitae, is a comprehensive document, which details your experience in depth. Most medical students’ CVs are several pages long and include contact information, information about your education, awards and accomplishments, experiences, and publications.

Your CV will be the basis of your ERAS application. The sections of your CV are almost identical to the sections of the ERAS application, so completing the ERAS application becomes a relatively easy matter of “copy and paste.”

To assist you with formatting your CV in the most “ERAS Friendly” way, an ERAS Worksheet is available. Simply fill in the information asked for in this order, and you’ll be very ready when Sept. 15 rolls around!

Be aware that those who write you letters of recommendation will want to see your CV before writing your letter, so make sure to have this finished early!

Dr. D’Aquin will proofread/edit as many drafts of your CV as you would like, if you upload it to the Career Advising Canvas site.

Personal Statements
A high quality personal statement, or statement of interest, explains clearly and concisely why you chose the specialty that you did, what qualities are important to you in a residency program, and what your long terms goals are. Personal statements are also an opportunity to address “red flags” in your application package, such as having taken time off or poor Step scores.

When applying for residency, ERAS will permit you to assign different personal statements to different programs, but it is not necessary to write a separate statement for each program to which you intend to apply. Instead, you may want to draft one version for preliminary/transitional programs and one for advanced programs. Or, you may want to have one version which focuses on your research experience (for research-intensive institutions) and one version which focuses on your clinical experiences (for clinic-intensive institutions).

Your personal statement should be well written, with no errors. Additionally, you should use the active voice whenever possible. You should avoid gimmicks (e.g., plot twists, writing from another’s perspective, etc.) and BE CONCISE! Program directors will have many personal statements to read. You don’t want to be known as the one who wrote such a long statement that the director didn’t read it all!

Be aware that those who write you letters of recommendation will want to see your personal statement before writing your letter, so make sure to have this finished early!

Dr. D’Aquin will also proofread/edit as many drafts of your personal statement as you would like, if you upload it to the Career Advising Canvas site.

Letters of Recommendation
ERAS will permit you to ask for (and be able to assign) as many LoRs as you’d like, but the maximum number of LoRs which can be assigned to (or asked for by) a particular program is four. LoRs are requested by the student through the ERAS Letter of Recommendation Portal (LORP). Your letter writer then uploads the LoR directly to this system, and you will be notified that it is available.
It is STRONGLY recommended that you request LoRs from faculty who know your skills, interests and abilities well, and who will be able to craft a strong letter in support of your application. You should reach out to these individuals early, provide them with a copy of your CV and personal statement, and ask if they would be willing to write a letter in support of your application. Be prepared to be turned down. Although this does not happen often, some individuals may not feel comfortable writing a letter for you because they don’t know you well, or they realize they will not be able to write a letter that does you justice before the deadline. This is okay. Have a backup plan!

**Special LoR Cases**

Some programs will require you to obtain special LoRs. This may be in the form of a “Chair’s Letter” (written by the chair of a department), or a SLOE (Standard Letter of Evaluation), which is written by multiple members of a department in a standardized format. Chair’s Letters and SLOEs are subject to the limit of four letters, which can be asked for by programs. See the “Specialty Specific” section of this handbook for more information about these cases.

**Applying Through ERAS**

Students applying for the regular Match will do so by submitting their application through ERAS. ERAS is an online portal, which streamlines the residency application process. It allows applicants to build their application and to assign various documents to programs of interest. Additionally, ERAS provides a portal for your letters of recommendation to be uploaded. You will request these letters through the ERAS LoR portal. Your letter writer will receive the request, along with instructions on how to upload their letter for you to the ERAS LoR portal. More information about ERAS can be found online.

You will be sent an ERAS “token,” which will allow you to register with ERAS, in November 2019. ERAS will not open until early June. Once ERAS opens and you register, you will be able to work on your application.

Part of your ERAS application requires your NRMP ID number. This is a number provided to you when you have registered with the NRMP for the Match. NOTE: REGISTERING FOR THE MATCH IS A SEPARATE PROCESS FROM REGISTERING WITH ERAS. BOTH MUST BE DONE! More information about registering for the NRMP Match can be found here.

You may start submitting applications to particular programs in early September. Programs will not receive these applications until September 15, when the NRMP Match opens. Your MSPE will not be released to residency programs until October 1.

**MSPE**

The MSPE (formerly known as “The Dean’s Letter”) is a standardized letter of evaluation designed to provide an objective summary of your academic performance and experiences. The MSPE does NOT count as one of your four LoRs and will be issued to ALL programs to which you apply. The Office of Student Affairs compiles your MSPE, which is composed of six parts: (1) Identifying information, (2) Three clear and concise noteworthy characteristics, (3) Academic history, (4) Academic progress, (5) Summary & (6) Medical school information. Information for the “Academic Progress” section is pulled from your core clerkship performance evaluations, including attending and resident evaluations. NOTE: The CLERKSHIP DIRECTORS (not the Dean of Students nor Student Affairs staff) determine the content of
this section. Additionally, a graphical representation of each student’s performance as compared to his/her graduating cohort peers is included for each clerkship (see below for an example). TUSOM students will be required to meet with Dean Kahn to discuss their MSPEs, including to provide a suggested list of “Noteworthy Characteristics,” during the summer of their fourth year. Before their MSPE is submitted, students will be given the opportunity to review the document and request any typographical errors be changed.

Sample MSPE
(from https://www.aamc.org/members/gsa/54686/gsa_mspeguide.html):

<table>
<thead>
<tr>
<th>This sample is from last year's (2017) ERAS application cycle. The strengths of this MSPE include:</th>
</tr>
</thead>
<tbody>
<tr>
<td>1) Use of the recommended template,</td>
</tr>
<tr>
<td>2) Three clear and concise Noteworthy Characteristics,</td>
</tr>
<tr>
<td>3) Comparative student performance data and graphs embedded in the MSPE, and</td>
</tr>
<tr>
<td>4) A detailed explanation of how the school arrives at the final designation (i.e., excellent, very good).</td>
</tr>
</tbody>
</table>

SCHOOL 2 (Note: This is NOT an MSPE from TUSOM. It is a sample provided by the AAMC. Some elements of TUSOM’s MSPE will differ from this example.)

MEDICAL STUDENT PERFORMANCE EVALUATION FOR SAMPLE STUDENT B

STUDENT B

October 1, 2016

NOTEWORTHY CHARACTERISTICS

• STUDENT B was awarded a summer stipend from the National Institute of Diabetes and Kidney Disease to study at UCLA/Cedars Sinai. She has since presented projects in obstetrics/gynecology and otolaryngology.

• STUDENT B has been dedicated to service as a medical student by volunteering at the Student Outreach Clinic, a student-run clinic providing basic medical care to the underserved community.

• STUDENT B has developed her interest in medical education as a supplemental instructor for the cardiopulmonary block and volunteer instructor at anatomy lab review sessions.

ACADEMIC HISTORY
Date of expected graduation from medical school: May 23, 2017
Date of initial matriculation in medical school: August 15, 2013
Date of initial matriculation in scholarly concentrations program: August 2015
Date of expected completion of scholarly concentrations program: May 23, 2017
Type of scholarly concentration program: Medical Education
Explanation of any educational gaps or extensions: Not Applicable
Description of any course repeats or remediation: Not Applicable
Description of any professional deficiencies or adverse actions: Not Applicable

For additional information about the medical education program at the School of Medicine, please see <website>.

ACADEMIC PERFORMANCE

Professionalism: STUDENT B’s professional attributes are a strength. She is diligent, respectful and enthusiastically reliable, conscientious of what her role as a physician will entail. She also exhibits altruism and compassion in her interactions with others. The resilience she has demonstrated during her medical education will continue to be an asset for her in residency.

Year 1-2 Academic Performance
The pre-clerkship curriculum is structured as an integrated systems-based block curriculum utilizing a clinical case each week. Two longitudinal courses, the Practice of Medicine (POM) in Year 1 and Advanced Clinical Skills (ACS) in Year 2, integrate the basic science content and clinical care with a community based preceptorship. The grading structure includes grades of Honors, High Pass, Pass for all required elements.

<table>
<thead>
<tr>
<th>Student Quartile Ranking in Blocks</th>
<th>Year 1</th>
<th>Year 2</th>
<th>Overall</th>
<th>Student Performance POM/ACS</th>
<th>Year 1 Fall</th>
<th>Year 1 Spring</th>
<th>Year 2 Fall</th>
<th>Year 2 Spring</th>
</tr>
</thead>
<tbody>
<tr>
<td>≥ 75th %, Top Quartile</td>
<td></td>
<td></td>
<td></td>
<td>HONORS</td>
<td>X</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>≥ 50th %, 3rd Quartile</td>
<td></td>
<td></td>
<td></td>
<td>HIGH PASS</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>≥ 25th %, 2nd Quartile</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td>PASS</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>&lt; 25th %, 1st Quartile</td>
<td></td>
<td></td>
<td></td>
<td>FAIL</td>
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</tr>
</tbody>
</table>

Year 3 Clinical Clerkship Performance Evaluations
The clerkship evaluations are presented unedited in the order taken. Each graph represents a summary of the grade distribution with the student’s performance indicated with the **black bar**.

**Pediatric Medicine:** (6 weeks)

Grade – HONORS

*Overall grade: 50% Clinical, 50% NBME Shelf Exam*

“STUDENT B did a great job on her first rotation. She was motivated and showed genuine interest in her patients. She was always willing to take on new patients and help out the team when needed. She will do well in whatever field of medicine she chooses. STUDENT B has a very good knowledge base and is eager to learn more.”

**Family Medicine:** (6 weeks)

Grade – HONORS

*Overall grade: 50% Clinical, 20% NBME Shelf Exam, 20% Professional Presentation, 10% Professionalism/Participation*

"Very good student." "Nice work on the rotation." "Great student" "Always willing to help out the team. Spent time to learn about her patients. Will do well in whatever field she chooses." "STUDENT B did a great job on her family medicine rotation and exhibited a good knowledge base and motivation to do well." "STUDENT B is an excellent student whose clinical skills were at a level above her peers." "A great student

who performed well in her second clinical rotation. She also gave a wonderful presentation on e-cigarettes and their usage in our local adolescent population."  

**Internal Medicine:** (12 weeks)

Grade – HIGH PASS

*Overall grade: 75% Clinical, 25% NBME Shelf Exam*

“STUDENT B performed very well during her 12 week internal medicine clerkship. STUDENT B demonstrated a solid knowledge base with a score well above the national mean on the standardized exam. She has a natural intellectual curiosity and desire for continuous self-improvement that is apparent. She demonstrated genuine concern for patients and wrote thorough yet succinct notes and clear presentations during the clerkship. "She was described as intelligent, kind,
compassionate and diligent." Overall, STUDENT B is a kind, respectful, diligent, hard working student that has the skill set to be an internist if she desires this career path.”

**Clinical Reasoning in Medicine:** (24 weeks) **Grade – HONORS**  
**Overall grade: 100% OSCE**  
The twenty-four week Clinical Reasoning in Medicine course is a longitudinal course supplementing the Pediatrics, Family Medicine and Internal Medicine clerkships. The emphasis is on critical thinking and diagnostic decision making. Clinical cases and standardized patient encounters are utilized heavily in both formative and summative evaluations. The final exam consists of an objective structured clinical exam (OSCE) modeled after the USMLE Step 2 CS examination.

**OB/GYN:** (6 weeks)  
**Grade – HONORS**  
**Overall grade based on: 50% Clinical, 40% NBME Shelf Exam, 10% Professionalism**  
“STUDENT B did an outstanding job on this rotation. She was the team leader for her group and did a fantastic job! She was proactive, professional and kept her team informed on assignments/meetings throughout the clerkship in addition to making sure her assignments were completed and turned in on time. She was also noted for doing a great job on her clinical rotations. She was focused, enthusiastic, and wrote superb notes. She gave an outstanding presentation on PROM and PPROM during the clerkship. Everyone is hoping that she chooses Obstetrics and Gynecology for her career. There is no doubt that she will be an exemplary resident in any field that she chooses.”
**Psychiatry** (6 weeks)

Grade – HIGH PASS

*Overall grade based on: 25% Clinical Exam, 25% NBME Shelf Exam, 50%*

*Clinical and Faculty Evaluation*

“STUDENT B exhibited professional and compassionate behavior on the psychiatry clerkship. She was motivated and engaged with staff and other members of the team in a collegial manner. She was easily able to show empathy and interview acute psychiatric patients. She showed improvement in her skills for presentations and formulating differential diagnoses during the rotation.”

**Surgery:** (12 weeks)

Grade – HONORS

*Overall grade based on: 50% Clinical, 25% Oral Exam, 25% NBME Shelf Exam*

“STUDENT B was a valuable member of our team. She did a good job on histories and physicals and presentations. Good work ethic. Great ability to learn. Reliable, hard-working, good knowledge base and works well in a team environment. Very dedicated medical student. Always motivated to learn. Went beyond expectations for a 3rd year student, many times taking the role of an intern. Always came prepared and well-read for cases. STUDENT B showed daily dedication to her assignments and an avidity for the OR that a student interested in a surgical subspecialty should definitely possess. In addition, she demonstrated her knowledge by identifying the correct anatomy in cases such as hernia repairs and cholecystectomy. She also had a firm grasp on the pathophysiology of our most common surgical diseases. STUDENT B is an enthusiastic student that has a great fund of knowledge, is punctual, professional, and always willing and eager to help the surgery team in any way possible. She actively seeks to participate in academic rounds, in the OR, and during procedures. She would effectively look up relevant learning topics, and actively participate in basic science lectures and discussions. She also actively seeks to improve her clinical and procedural skills. I truly enjoyed working with STUDENT B and cannot be more excited to see her succeed beyond medical school. Will do well in any specialty she chooses or any surgical field.”

**OVERALL EVALUATION**

STUDENT B as an **excellent** candidate for residency based on the following criteria. Additional information on the nature of this ranking can be found on the next page.
**Academics:** STUDENT B was a consistent student in the preclinical curriculum, earning a majority of High Pass grades. She has continued to find success in clinical rotations as she has integrated her foundational knowledge with the clinical sciences, earning a majority of Honors. She has further demonstrated her medical knowledge with competitive scores on standardized exams including Step 1 and Step 2CK.

**Medical Knowledge and Clinical Skills:** Early in her rotations, it was remarked that STUDENT B’s “clinical skills were at a level above her peers” and they have only progressed with her “desire for continuous self-improvement.” She has an “avidity” for the OR and is focused, reliable and hardworking. She possesses strong critical thinking skills with a “natural intellectual curiosity” and is motivated to learn and actively engages in discussions and writes “superb” notes. Evaluators comment that she performed “beyond expectations”, “taking the role an intern” and will be an “exemplary resident.”

**Communication and Interpersonal Skills:** STUDENT B shows “genuine interest” in her patients and is widely praised for her compassion and kindness. She respects her role as a healer and caregiver and her finds fulfillment in the ability to serve others. She is also a valuable team player who integrates well into team environments, is proactive in helping where she is needed and is well-liked by those that work with her.

**Leadership, Service and Research:** STUDENT B’s activities in these areas have forged a future interest in participating in academic medicine. Whether she is helping others or sharing her knowledge through mentoring, teaching or conducting clinical research to improve patient care and outcomes, she will be a valuable contributor to the medical profession and to her future residency program.

Associate Dean for Admissions and Student Affairs

**MSPE EVALUATIVE PROCESS:** The MSPE process at the School of Medicine assigns an evaluation level to each student based on a rubric which includes assessment of pre-clerkship and clerkship grades, USMLE Step 1 and Step 2 scores (if available), leadership, research, service, and any applicable remediation activities.
• A **distinguished** candidate exemplifies **excellence** in preclerkship academics and clerkship activities demonstrated by **honors** grades and evaluations, USMLE performance in the **top quartile** of scores compared to their peers and **significant and longitudinal** leadership and service. Additional considerations are given for research activities that lead to presentations and publications, as well as completion of dual-degree or scholarly concentration accomplishments that have the potential to significantly impact School of Medicine programs, patients, or the community.

• An clerkship **outstanding academics** candidate exhibits and clerkship **excellence** activities in pre-demonstrated by a **majority of honors** grades and evaluations, USMLE performance in the **third quartile** of scores compared to their peers and **significant** leadership and service. Additional considerations are given for research activities that lead to presentations and publications, as well as completion of dual-degree or scholarly concentration accomplishments.

• An **excellent** candidate exhibits **success** in pre-clerkship academics and clerkship activities demonstrated by a **majority of high pass** grades and evaluations, USMLE performance at the **median** of scores compared to their peers. Additional considerations are given for participation in leadership, service and research activities, as well as completion of dual-degree or scholarly concentration accomplishments. Students who have successfully **remediated one** educational or professionalism component are also eligible.

• A **very good** candidate has completed pre-clerkship academics and clerkship activities with a **majority of passing** grades and exhibited USMLE performance within the **lower quartile** compared to their peers. These students may have participated in **limited** leadership, service and research activities and may have pursued a dual-degree or scholarly concentration. Students who have successfully **remediated two** educational or professionalism components are also eligible.

• A **good** candidate has completed pre-clerkship academics and clerkship activities with a majority of **passing grades** and exhibited within USMLE performance **below the lower quartile** compared to their peers. These students have pursued **minimal** leadership, service and research activities and may have completed **more than two remediation** activities.
Deciding On How Many and to Which Programs to Apply

One of the more stressful decisions you will face is deciding how many programs to apply to and where to apply. Fortunately, there are tools available to help you with these decisions.

Careers in Medicine “Residency Preference Exercise”

The AAMC’s Careers in Medicine website provides a “Residency Preference Exercise,” which is a brief self-response questionnaire that asks you to prioritize various aspects of your preferred residency experience. You can then use this priority list to rate individual programs and compare them against one another. This tool can be especially useful for considering what qualities of a program you should focus on when deciding to apply, and for creating a rank-order list.

AAMC’s “Apply Smart” Data

In an effort to check “application inflation,” the AAMC has analyzed past years’ Match data to determine the point of diminishing returns on applications. This large-scale study shows that the likelihood of matching depends upon specialty, Step 1 scores, and applicant type (US MD seniors vs. US DO seniors, international students, and graduates).

To aid you in your decision of how many programs to apply to, the AAMC has made information available online concerning the point of diminishing returns for most specialty areas.

AAMC’s Residency Explorer

Residency Explorer will allow you to explore and compare residency programs in 11 specialties and compare your profile to applicants who matched at each program. Residency Explorer is a working prototype, which means that not all the features and functions are fully developed. We encourage you to consult with a trusted advisor or mentor as you research programs.

To begin using Residency Explorer, click Login to Account and sign in using your AAMC username and password. If you do not have an AAMC account, follow the steps to create an account.

Texas STAR Data

In an effort to provide more transparency about the residency application process, UT Southwestern has initiated a collaborative project examining the qualities of applicants and their success at residency Match. The Seeking Transparency in Application to Residency (STAR) program maintains a database of self-reported information from recent MD grads. Through the use of filters on the STAR Dashboard, students can find helpful information to assist them in determining how competitive of a candidate they are and even suggestions as to which programs to apply to. For more information about the Texas STAR, please visit their online guide. You will receive access to the Texas STAR dashboards in the fall of your third year. Dr. D’Aquin will also hold informational sessions on how to use this valuable tool.

FREIDA

FREIDA is the AMA Residency and Fellowship Database. This resource provides varying levels of information about specific residency programs. FREIDA lists all ACGME accredited residencies and fellowships, along with their contact information, accreditation status (length), start dates, participating institutions and map of training locations. Some programs report more information for an “Expanded
listing,” which provides very helpful application information, USMLE scores, faculty and trainee data, work/call schedule and other information.

Transitional & Preliminary Programs
Some specialties require residents to complete a preliminary year prior to their specialized training. Preliminary years are required for the following specialties:

- Anesthesiology
- Dermatology
- Diagnostic Radiology
- Nuclear Medicine
- Ophthalmology
- Osteopathic Neuromusculoskeletal Medicine
- Physical Medicine & Rehabilitation
- Preventative Medicine
- Radiation Oncology

Transitional/Preliminary years must be applied for IN ADDITION to the categorical program. Carefully read the requirements for your transitional or preliminary year in programs you may be interested in to ensure you apply for appropriate experiences. More general information can be found here.

A Special Note for Non-US Citizens
If you are currently on a F-1 visa, your visa will be good for your medical school experience. After medical school, you are eligible to work for 12 months under the Optional Practical Training (OPT) program. You should apply for post-completion OPT to get you through your intern year. Tulane University's Office of International Students and Scholars can be of assistance in the application process for OPT. During your intern year, you should be applying for your new visa status (H-1B or J-1) through your residency program. Be sure to do your research to find out whether programs of interest sponsor visas!

Interviews
Courtesy of UT Health San Antonio http://som.uthscsa.edu/StudentAffairs/documents/veritas-Mock-Interview-Dos-Donts-handout.pdf

Prepping for your interviews

- **Know your background**
  - **Review any materials you’ve submitted to the program:** your application/CV, personal statement, and any correspondence
    - clinical experiences at your most recent and relevant rotations
    - academic work
    - research you participated in
- any other educational, clerkship, work, and other activities that might highlight your skills and experience
  - List your strengths, values, accomplishments, and abilities
    - Helps prepare you to answer questions, such as “Why should we want you as a resident in our program?” and “What makes you stand out from other candidates?”
  - Identify the five key aspects of yourself you want the program to know

- Research your chosen specialty
  - Clue in and remain current regarding the hot topics and trends of your chosen specialty. Interviewers may ask questions about your opinion on major issues facing the specialty, and it helps to have some insight into your future profession.

- Research each program
  - Research the Department and faculty members. Try to get a basic sense of the program.
  - Everyone appreciates interviewing someone who has taken the time to research the organization.
  - Read printed materials, visit websites, and talk to any of your contacts and fellow students who might have a connection to the program or supporting institution.

- Prepare answers to common questions
  - Why did you choose this specialty?
  - Why did you apply to this program?
  - What are your strengths and weaknesses?
  - What you are looking for in a program?
  - What is an interesting case you participated in? Can you tell me about a patient you cared for who was particularly memorable?
  - What are your career goals?
  - Where do you see yourself in five years? ten years?
  - If you can answer most of the questions on this list effectively, you should be well prepared
  - Answers should be brief, succinct, non-defensive, and factual — never fabricate or overstate information. Respond consistently from question to question and interviewer to interviewer.
  - “Tell me about yourself” – Prepare an answer about 1-2 minutes in length that is focused on medically- and specialty-related anecdotes as well as lets your personality shine. A helpful outline:
    - First fifteen seconds is a brief review of who you are (My name is , I’m originally from , and I’m attending the X Medical School).
    - The next thirty seconds is a review of your educational background, undergraduate degree, work experience, and life experience.
    - The next thirty seconds is a review of special attributes from medical school, such as leadership positions, family medicine experience, or other experiences that led you to the decision for this specialty.
• Final fifteen seconds is a review of why you’re interested in this residency specifically and what attracted you to this place here and now.

Prepare for difficult questions

• Your medical school performance – First, brainstorm a list of possible questions you may be asked. For example, questions about your medical school performance might involve a disappointing grade, a difficult semester, lukewarm clerkship comments, or failing the USMLE Step 1 exam. Then prepare responses (with the help of your advisor), and rehearse those responses in advance.
  ▪ Especially when answering questions about a challenging time for you, your response should be open and non-defensive and explain how you overcame the challenge and improved your skills, abilities, and knowledge as a result.
• Unclear or confusing questions – While in the interview, if you’re unclear about what the interviewer is asking, request they restate the question. Try to determine what information he or she seeks. Feel free to stop and organize your thoughts — nothing’s wrong with pausing briefly before responding.
• Inappropriate and illegal questions – The law prohibits some types of questions, which you’re not obligated to answer. Most illegal questions fit into one of three broad categories:
  ▪ disabilities and physical skills
  ▪ race, ethnicity, or creed
  ▪ family and relationship issues

*How you handle such questions is a personal decision – remember these questions generally are more ignorant than malicious. A fine line exists between questions that are illegal and those that are simply inept, curious, or friendly. You are not required to answer.
  ▪ Don’t respond to these questions aggressively. Rather, carefully consider whether you want to answer. Refusing may reduce your opportunity to make a positive impression.
  ▪ A better option may be to smile, remain pleasant, and answer the question, focusing your comments on the seriousness of your commitment to your training. For example, if a female applicant is asked about her family plans, some version of “I’m pleased with the job I’ve done thus far balancing my personal and professional life. There shouldn’t be a problem with it in the future” should suffice.

Prepare your own questions

• This is your opportunity to show interest in the program as well as to broaden and deepen your knowledge of the program to assess how compatible you are
• Under no circumstances should you ask about salary, benefits, vacation, and competition
• Note: Everything you say before, during, and after the interview is on the record. Even when you’re speaking informally with residents, be careful what you ask. You absolutely do not want to be remembered for telling housestaff you’re looking for “the most cushy program possible.” **please see list of example questions at the back of the packet**
Interview day

- Be on time. Interviews are stressful as they involve navigating a foreign city. Be prepared. Consider a hotel that is close to the interview site. A hotel that is within walking distance (possible in many large cities) is advantageous as it eliminates "variables" such as driving a car and parking.

- Dress professionally.
  - Choose a conservatively colored suit, solid or pinstripes are acceptable, women can wear either a skirt or pants.
  - Choose a conservatively colored shirt; men should wear a button-down shirt, women can wear the same or blouse or light sweater.
  - Wear simple, comfortable dress shoes that you can walk in easily to tour clinics and hospitals.
  - Men should wear a tie. Choose one that is also conservative and is solid, striped or has a small pattern.
  - Men should have well groomed facial hair.
  - Make-up for women should be subtle.
  - Avoid strong smelling perfumes or cologne.
  - Keep jewelry tasteful and to a minimum
  - Avoid drinking coffee or chewing gum during an interview.

- Always carry pens and copies of your CV. The pen should be professional, not a brightly colored drug rep pen.

- Interviews involve stamina and are exhausting. You may be meeting with multiple faculty members in just one day. Do your best to rest, eat properly, and exercise for the "marathon" that awaits you.

- Interviews are looking for eye contact, a firm handshake, and a generally positive attitude. Avoid slouching in your chair. These skills do not always come naturally, and can be practiced prior.

- Just remember: RELAX AND BE YOURSELF

After the interview

- A thank-you note should be written to those with whom the student spoke. It is acceptable to send an e-mail note, but handwritten notes are often more impressive.

- Consider asking interviewers for a business card so you know where to send it.

- If there are additional questions, students should ask them through e-mail. Students often want to do a second visit to certain programs and it is appropriate to ask about second visits after the interview.

- At the end of the interview day notes should be written about the program. This will help students stay organized and keep from becoming confused about the characteristics of each program visited.

Cancelling interviews

- If you need to cancel an interview, emailing the program coordinator is appropriate when done with advanced notice.

- Call the program if you’re canceling close to the date or to follow up if you receive no email response so that the program can give your interview slot to another applicant.
• **Some general DON’TS**
  - Don’t openly compare the program you’re interviewing at with other programs in town.
  - Don’t be rude to staff.
  - Don’t spend the day asking for special favors such as asking the program coordinator to run an errand.
  - Don’t obsess over getting parking validation for the interview.
  - Don’t slouch during your interview.
  - Don’t use your cell phone during the interview. Even if you’re only taking notes, it looks like you’re not paying attention.
  - Don’t ask questions that are easily answered by looking at the program’s website.
  - Don’t be ingratiating with faculty or the program director.
  - Don’t engage in public displays of affection if your spouse or partner accompanies you to a social event.
  - Don’t bring infants and small children to the interview since they can disrupt activities.

*Information compiled from the Careers in Medicine website and the MedEd Portal from AAMC*

What to Ask During the Residency Interview

**Education**

- Is there an orientation program for incoming residents?
- Is there a formal didactic curriculum, and what is its structure?
- What are the informal learning opportunities (i.e., bedside rounds, etc.)?
- What programs exist for resident education (e.g., lectures, journal clubs, grand rounds, board review courses)?
- Is there a feedback structure that allows for the resident to evaluate the program’s curriculum?
- Is attendance at regional and national conferences encouraged? Is it funded, and, if so, to what degree?
- What are the required rotations for the first year? Subsequent years?
- Are there any required rotations that take place outside of the city?
- Are there opportunities to do “away” rotations?
- Is there a formal mentoring program for new residents, and do faculty serve as mentors?

**Research Opportunities**

- Are research opportunities provided to residents? Is this a required experience?
- Is there a possibility of “protected” time for research?
- How are fellowships handled?

**Teaching Responsibilities**

- What teaching responsibilities for medical students are expected of residents?
- If residents have teaching responsibilities, how much time per week is spent with students? Is it “protected”?
• Is there any formal training for residents on how to teach students and other learners effectively, and how to provide feedback?

Clinical Duties
• What is the general call schedule?
• What provisions are made for back-up call or sick-call coverage?
• What type of structure for supervision is in place?
• Do your residents express that there is an appropriate balance between independence and supervision?
• How does the resident’s autonomy change as he/she progresses through the program?
• What type of ancillary support is available (phlebotomy, respiratory therapy, social workers, etc.)?
• Does the general volume of clinical responsibility support a balance between service and education?
• Do your residents express they are involved in too much non-educational activity (i.e., “scut work”)?

Resident Performance
• How often are residents evaluated?
• What is the structure of the evaluation (forms, face-to-face, etc.)?
• What other forms of feedback does the resident receive (in-training exam, etc.)?
• What support structures are in place for residents in academic need?

Program Performance
• What is the status of the program’s accreditation?
• If there were any citations at the last review, what has been done to correct them?
• When is the next Residency Review Committee (RRC) review?
• Are there any plans for changing the program size or structure?
• What is the status of the last Accreditation Council for Graduate Medical Education (ACGME) Institutional Review?
• How solid is the financial status of the sponsoring institution?
• How committed is your institution to resident education and graduate medical education in general? How is this evidenced?
• What percent of your residents complete your program?
• What percent of your graduates pass the specialty boards on their first attempt?
• Where do your graduates go (e.g., fellowship, academics, private practice)?

Employment Issues
• REMEMBER, THESE ARE “LOW-LEVEL” QUESTIONS AND SHOULD BE AVOIDED IN GENERAL
• What are the basic resident benefits?
• Is parking a concern for residents at your program?
• Are meals paid for when on call?
• What is your family leave policy?
• Is there reimbursement for educational supplies and books?
• Are moonlighting opportunities available?
• What are the rules for moonlighting?
• How are residents represented at the institution level? How is the resident member of GMEC selected?
• Is there a union? Is membership mandatory? Are there dues?
• Is there a House Officers Association?

Questions to Ask Other Residents
• What are the strengths and weaknesses of the program?
• Would you consider the same program if applying again?
• Is there an appropriate balance between service obligations and the educational program?
• Is there enough ancillary support to minimize "scut?"
• What has changed since you came to the program?
• Is the program responsive to suggestions for change?
• How accessible is the faculty?
• Is the relationship with faculty collegial?
• Do the residents get along with one another?
• How do your residents get along with residents in other programs?
• In what activities are you involved outside of the program?
• How does your spouse/significant other like the city/area?

Questions to Ask Yourself
Finally, you will likely find yourself facing a decision between one of several programs which are all extremely similar from academic and patient-care standpoints. At this time, it is very important to consider factors relating to your personal happiness and comfort for the duration of your residency.
• Can I be happy working in this program and with these people?
• Am I confident in the program and the sponsoring institution?
• Are there factors that make this place (city/town/rural area) an attractive place for me to live during my residency? (Factors that you may include are proximity to immediate and extended family, happiness of spouse/significant other, housing, cost of living, quality of secondary school system, community opportunities, and recreational activities.)

Sample Interview Questions

Getting to Know You
1. Tell me about yourself.
2. Why did you become a doctor?
3. How would your friends describe you?
4. Why are you interested in this specialty?
5. If you could not be a physician, what career would you choose?
6. What do you do in your spare time?
7. How would you describe yourself?
8. What motivates you?
9. What is the greatest sacrifice you have already made to get to where you are?
10. Why do you want to go into this specialty?
11. Tell me something about you that’s not on your CV.
12. What are some of your hobbies?
13. What’s the most recent book you’ve read?
Your Experience
1. Tell us about your research experience.
2. What leadership roles have you held?
3. What was your favorite course in medical school?
4. What was the most interesting case that you have been involved in?
5. What is your most important accomplishment?
6. Describe a particularly satisfying or meaningful experience during your medical training. Why was it meaningful?
7. What was the most difficult situation you encountered in medical school?
8. What clinical experiences have you had in this specialty?
9. If you could do medical school over again, what would you change?
10. Describe the best/worst attending with whom you have ever worked.

Your Future
1. What do you see yourself doing in the future?
2. What are your goals?
3. Are you interested in academic or in clinical medicine?
4. Do you want to do research?
5. Do you plan to do a fellowship?
6. What will be the toughest aspect of this specialty for you?
7. What problems will our specialty face in the next 5-10 years?
8. Do you see any problems managing a professional and a personal life?
9. Are you prepared for the rigors of residency?
10. What do you hope to get from our program?

Sell Yourself
1. What is one event you are proudest of in your life?
2. What do you think you can contribute to this program?
3. List three abilities you have that will make you valuable as a resident in this specialty.
4. How well do you take criticism?
5. How much did lifestyle considerations fit into your choice of specialty?
6. What sets you apart from other applicants we’re interviewing?
7. Why should we choose you?

About the Program
1. Why are you interested in our program?
2. What are you looking for in a program?
3. What questions do you have for me?

Difficult Interview Questions
1. Can you tell me about this deficiency on your record?
2. Why haven’t you done more research?
3. Tell me about a time you failed.
4. What motivates you?
5. Tell me about a time that you worked with someone you didn’t like/get along with/a difficult person.
6. If you worked with someone who took credit for your ideas, how would you respond?
7. Give an example of a time you dealt with a crisis.
8. What are your strengths and weaknesses?
9. What’s the biggest risk you’ve ever taken?
10. Why did you choose your medical school?

Strange Interview Questions
1. If you were a color/animal/flower/television character, which one would you be?
2. What historical figure inspires you?
3. If you won $1 million, how would you spend it?
4. Tell me about your hometown/college/medical school.
5. Who is your role model?

Invasive Interview Questions
1) Are you married (engaged, divorced, separated, in a relationship, single)?
2) What does your partner do for a living?
3) How does your partner feel about you doing residency here (or about anything)?
4) Do you have children?
5) Do you plan on having children?
6) Are you on birth control? (Yes. It’s been asked.)
7) What religion are you?/Will you be looking for a new (place of worship)?
8) How do you feel about abortion?
9) Do you have any disabilities/mental illnesses?
10) What is your national origin? (This may be a motivation underlying the “Where are you from?” question.)
11) Where were you born? Where were your parents born/from?
12) How old are you?
13) How tall are you? How much do you weigh? Do you work out?

Match Violation Questions
1. Where else are you applying?
2. How are you going to rank programs?
3. Did you apply to other schools in the (North/South/East/West/Midwest/State)? (It is NOT a violation to ask why you are interested in living in the program’s location.)
4. Where else have you interviewed?

Match Violations
The NRMP outlines specific actions which violate the Match process, and which should be reported, using the mechanisms they outline. Programs are NOT allowed to ask interviewees “to reveal the names, specialties, geographic location, or other identifying information about programs to which the applicant has or may apply.” If you are asked any such type question while interviewing, you are requested to report this incident to the NRMP. Guidelines on how to do this are available online.

To handle such questions, be prepared to answer a different question, which doesn’t violate Match. Say something to the effect of “I applied to a number of programs which provide (quality 1, quality 2, quality 3, etc.), which I value in a program.”
## Step 2 Scheduling Information

(from [https://www.usmle.org/pdfs/bulletin/QF_Applying_and_Scheduling.pdf](https://www.usmle.org/pdfs/bulletin/QF_Applying_and_Scheduling.pdf))

### QUICK FACTS: Applying and Scheduling

<table>
<thead>
<tr>
<th>STEP COMPONENT</th>
<th>APPLICATION AND SCHEDULING PROCESS</th>
<th>ADDITIONAL INFORMATION</th>
</tr>
</thead>
</table>
| STEPS 1 AND 2 CK | - Students/graduates of COME- or AOA-accredited programs should apply via the NBME Application website.  
- Students/graduates of medical schools outside the US/Canada should apply via the COTMIS Application website.  
- During the application process, select a three-month eligibility period during which you prefer to test.  
- You will receive an e-mail notifying you that your scheduling permit is available.  
- Visit the Prometric website to schedule your test date. | - You may be able to schedule your test date up to six months in advance.  
- If you are unable to test within your eligibility period, contact the organization that registered you for your examination (COME or COTMIS) to inquire about a one-time eligibility period extension. A fee is charged for this service.  
- If you do not take the examination within your eligibility period, you must reapply with a new application and fee.  
- Your application fee is nonrefundable. |
| STEP 2 CK | - Students/graduates of COME- or AOA-accredited programs should apply via the NBME Application website.  
- Students/graduates of medical schools outside the US/Canada should apply via the COTMIS Application website.  
- You will be assigned a 12-month eligibility period, which begins upon acceptance and verification of your application.  
- You will receive an e-mail notifying you that your scheduling permit is available.  
- Visit the USMLE website to schedule your test date. | - Once assigned, your eligibility period cannot be changed.  
- If you do not take the examination within your assigned eligibility period, you must submit a new application and fee.  
- Your application fee is nonrefundable. |
| STEP 3 | - All graduates should apply for Step 3 via the USMLE website.  
- During the application process, select a three-month eligibility period during which you prefer to test.  
- You will receive an e-mail notifying you that your scheduling permit is available.  
- Visit the Prometric website to schedule your test dates. | - You may be able to schedule your test dates up to six months in advance.  
- If you are unable to test within your eligibility period, contact the USMLE website for more information.  
- If you do not take the examination within your eligibility period, you must reapply with a new application and fee.  
- Your application fee is nonrefundable. |

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For information about how to request test accommodations for documented disabilities or for permission to bring medically necessary items with you on exam day, see page 16 of the Applying for the Test and Scheduling Your Test Date section of this BOI.
### Specialty Specific Information

#### Transitional Programs

<table>
<thead>
<tr>
<th>Specialty Advisors</th>
<th></th>
</tr>
</thead>
</table>
| Step 1             | Mean (successful applicants) = N/A  
                     | Interquartile Range (successful applicants) = N/A |
| Step 2             | Mean (successful applicants) = N/A |
| Away Rotations     | Optional |
| Research Publications, Presentations, Abstracts | Mean = N/A |
| Top Considerations for Interviews | Step 1 scores  
                   | Step 2 scores |
| Top Considerations in Ranking | Interactions with faculty during interview and visit  
                             | Interpersonal skills  
                             | Interactions with staff during interview and visit  
                             | Feedback from current residents |
| Letters of Recommendation | At least three; Chair letter not necessary |
| Peak Interview Season | N/A |
### Anesthesiology

| Specialty Advisors | Mean (successful applicants) = 232  
<table>
<thead>
<tr>
<th></th>
<th>Interquartile Range (successful applicants) = 222-244</th>
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</thead>
<tbody>
<tr>
<td>Step 1</td>
<td>Mean (successful applicants) = 244</td>
</tr>
<tr>
<td>Away Rotations</td>
<td>Optional</td>
</tr>
<tr>
<td>Research Publications, Presentations, Abstracts</td>
<td>Mean = 4.5</td>
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</table>
| Top Considerations for Interviews | Step 1 scores  
|                    | Letters of Recommendation within the specialty  
|                    | MSPE  
|                    | Grades in required clerkships  
|                    | Class ranking                                      |
| Top Considerations in Ranking | Interactions with faculty during interview  
|                    | Interpersonal skills                               |
|                    | Interactions with staff during interview            |
|                    | Feedback from current residents                     |
|                    | Step 1 scores                                      |
| Letters of Recommendation | At least three                               |
| Chair’s Letter/Department Letter | Chair letter not necessary for most programs |
| Peak Interview Season | November - January                                    |
| Prelim/Transitional Year Required? | YES. Transitional/Preliminary years must be applied for IN ADDITION to the categorical program. Carefully read the requirements for your transitional or preliminary year in programs you may be interested in to ensure you apply for appropriate experiences. |
### Child Neurology

<table>
<thead>
<tr>
<th>Specialty Advisors</th>
<th>Mean (successful applicants) = 233</th>
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<tbody>
<tr>
<td></td>
<td>Interquartile Range (successful applicants) = 222-245</td>
</tr>
<tr>
<td><strong>Step 1</strong></td>
<td>Mean (successful applicants) = 246</td>
</tr>
<tr>
<td><strong>Step 2</strong></td>
<td>Optional</td>
</tr>
<tr>
<td><strong>Away Rotations</strong></td>
<td>Optional</td>
</tr>
<tr>
<td><strong>Research Publications, Presentations, Abstracts</strong></td>
<td>Mean = 3.3</td>
</tr>
<tr>
<td><strong>Top Considerations for Interviews</strong></td>
<td>Step 1 scores</td>
</tr>
<tr>
<td></td>
<td>Letters of Recommendation within the specialty</td>
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<tr>
<td></td>
<td>MSPE</td>
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<tr>
<td></td>
<td>Perceived commitment to specialty</td>
</tr>
<tr>
<td></td>
<td>Grades in clerkship in desired specialty</td>
</tr>
<tr>
<td><strong>Top Considerations in Ranking</strong></td>
<td>Interactions with faculty during interview</td>
</tr>
<tr>
<td></td>
<td>Interpersonal skills</td>
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<tr>
<td></td>
<td>Interactions with staff during interview</td>
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<tr>
<td></td>
<td>Feedback from current residents</td>
</tr>
<tr>
<td></td>
<td>Step 1 scores</td>
</tr>
<tr>
<td></td>
<td>Perceived commitment to specialty</td>
</tr>
<tr>
<td><strong>Letters of Recommendation</strong></td>
<td>At least three; at least 1 should be in the specialty</td>
</tr>
<tr>
<td><strong>Chair’s/Department Letter</strong></td>
<td>Chair letter not necessary for most programs</td>
</tr>
<tr>
<td><strong>Peak Interview Season</strong></td>
<td>N/A</td>
</tr>
<tr>
<td><strong>Prelim/Transitional Year Required?</strong></td>
<td>No</td>
</tr>
</tbody>
</table>
**Dermatology**

| Specialty Advisors                        | Erin Boh  
                                      | Andrea Murina |
|-------------------------------------------|------------|
| **Step 1**                                | Mean (successful applicants) = 249  
                                      | Interquartile Range (successful applicants) = 243-257 |
| **Step 2**                                | Mean (successful applicants) = 256 |
| **Away Rotations**                        | Recommended at programs of interest |
| **Research Publications, Presentations, Abstracts** | Mean = 14.7 |
| **Top Considerations for Interviews**     | Step 1 scores  
                                      | Letters of Recommendation within the specialty  
                                      | MSPE  
                                      | Grades in required clerkships  
                                      | Perceived commitment to specialty  
                                      | Personal prior knowledge of applicant  
                                      | Audition elective/rotation in the department  
                                      | Evidence of professionalism/ethics |
| **Top Considerations in Ranking**         | Interactions with faculty during interview  
                                      | Interpersonal skills  
                                      | Interactions with staff during interview  
                                      | Feedback from current residents  
                                      | Step 1 scores |
| **Letters of Recommendation**             | At least three; at least 2 should be from within the specialty |
| **Chair’s/Department Letter**             | Chair letter not necessary for most programs. |
| **Peak Interview Season**                 | December - January |
| **Prelim/Transitional Year Required?**    | Yes. Transitional/Preliminary years must be applied for IN ADDITION to the categorical program. Carefully read the requirements for your transitional or preliminary year in programs you may be interested in to ensure you apply for appropriate experiences. |
### Emergency Medicine

<table>
<thead>
<tr>
<th>Specialty Advisors</th>
<th>Randy Sorge</th>
</tr>
</thead>
</table>
| **Step 1**         | Mean (successful applicants) = 233  
Interquartile Range (successful applicants) = 222-245 |
| **Step 2**         | Mean (successful applicants) = 247 |
| **Away Rotations** | Required to obtain SLOEs |
| **Research Publications, Presentations, Abstracts** | Mean = 3.7 |
| **Top Considerations for Interviews** | Step 1 scores  
Letters of Recommendation within the specialty  
Step failures  
Grades in clerkship in desired specialty  
Audition elective/rotation in the department |
| **Top Considerations in Ranking** | Interactions with faculty during interview  
Interpersonal skills  
Interactions with staff during interview  
Feedback from current residents  
Letters of recommendation in the specialty |
<p>| <strong>Letters of Recommendation</strong> | At least 3 |
| <strong>Chair’s/Department Letter</strong> | Have at least 2 (preferably 3) SLOEs in by Oct. 1 |
| <strong>Peak Interview Season</strong> | November – February |
| <strong>Prelim/Transitional Year Required?</strong> | No |</p>
<table>
<thead>
<tr>
<th>Specialty Advisors</th>
<th>Eddie Dennard</th>
</tr>
</thead>
</table>
| **Step 1**         | Mean (successful applicants) = 220  
                      Interquartile Range (successful applicants) = 209-232 |
| **Step 2**         | Mean (successful applicants) = 237 |
| **Away Rotations** | Optional |
| **Research Publications, Presentations, Abstracts** | Mean = 3.0 |
| **Top Considerations for Interviews** | Letters of Recommendation within the specialty  
                                         Personal Statement  
                                         Perceived commitment to specialty  
                                         Passing Step 2 CS |
| **Top Considerations in Ranking** | Interactions with faculty during interview  
                                         Interpersonal skills  
                                         Interactions with staff during interview  
                                         Feedback from current residents  
                                         Perceived commitment to specialty |
| **Letters of Recommendation** | At least three; at least 1 should be from within the specialty |
| **Chair’s/Departmental Letter** | Chair letter not necessary for most programs |
| **Peak Interview Season** | October – January |
| **Prelim/Transitional Year Required?** | No. |
### Internal Medicine

<table>
<thead>
<tr>
<th>Specialty Advisors</th>
<th>Chayan Chakraborti</th>
</tr>
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</table>
| **Step 1**         | Mean (successful applicants) = 233  
Interquartile Range (successful applicants) = 221-246 |
| **Step 2**         | Mean (successful applicants) = 246 |
| **Away Rotations** | Optional |
| **Research Publications, Presentations, Abstracts** | Mean = 3.1 |

| **Top Considerations for Interviews** | Step 1 scores  
MSPE  
Step 2 CK scores  
Failed Step attempt |
| **Top Considerations in Ranking** | Interactions with faculty during interview  
Interpersonal skills  
Interactions with staff during interview  
Step 1 score  
Step 2 score  
MSPE |

| **Letters of Recommendation** | At least three; at least 2 should be from within the specialty |
| **Chair’s/Departmental Letter** | Chair letter necessary |
| **Peak Interview Season** | November - January |
| **Prelim/Transitional Year Required?** | No |
| Specialty Advisors                                                                 | Mean (successful applicants) = 235  
|                                                                                   | Interquartile Range (successful applicants) = 225-249  
| Step 1                                                                           | Mean (successful applicants) = 250  
| Away Rotations                                                                   | Optional  
| Research Publications, Presentations, Abstracts                                   | Mean = 4.8  
| Top Considerations for Interviews                                                 | Step 1 scores  
|                                                                                   | MSPE  
|                                                                                   | Grades in required clerkships  
|                                                                                   | Grades in clerkships in specialty  
| Top Considerations in Ranking                                                     | Interactions with faculty during interview  
|                                                                                   | Interpersonal skills  
|                                                                                   | Interactions with staff during interview  
|                                                                                   | Feedback from current residents  
|                                                                                   | Step 1 scores  
|                                                                                   | Step 2 scores  
|                                                                                   | Class ranking/quartile  
| Letters of Recommendation                                                        | At least four; at least 2 should be from within each specialty  
| Chair’s/Departmental Letter                                                       | Chair letter necessary from BOTH medicine and pediatrics  
| Peak Interview Season                                                             | November - January  
| Prelim/Transitional Year Required?                                               | No  

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### Neurology

<table>
<thead>
<tr>
<th>Specialty Advisors</th>
<th>Jessica Kraker</th>
</tr>
</thead>
</table>
| **Step 1** | **Mean (successful applicants) = 231**  
**Interquartile Range (successful applicants) = 219-245** |
| **Step 2** | **Mean (successful applicants) = 242** |
| **Away Rotations** | **Recommended** |
| **Research Publications, Presentations, Abstracts** | **Mean = 6.3** |
| **Top Considerations for Interviews** | **Step 1 scores**  
**Letters of Recommendation within the specialty**  
**Grades in required clerkships**  
**Any Step failure**  
**Grades in clerkships in specialty** |
| **Top Considerations in Ranking** | **Interactions with faculty during interview**  
**Interpersonal skills**  
**Interactions with staff during interview**  
**Feedback from current residents**  
**Step 1 scores**  
**Perceived commitment to specialty** |
| **Letters of Recommendation** | **At least three; at least 1 should be from within the specialty** |
| **Chair’s/Departmental Letter** | **Chair letter not necessary for most programs** |
| **Peak Interview Season** | **October - December** |
| **Prelim/Transitional Year Required?** | **No.** |
**Neurosurgery**

<table>
<thead>
<tr>
<th>Specialty Advisors</th>
<th>Aimee Aysenne</th>
</tr>
</thead>
<tbody>
<tr>
<td>Step 1</td>
<td>Mean (successful applicants) = 245</td>
</tr>
<tr>
<td></td>
<td>Interquartile Range (successful applicants) = 239-254</td>
</tr>
<tr>
<td>Step 2</td>
<td>Mean (successful applicants) = 249</td>
</tr>
<tr>
<td>Away Rotations</td>
<td>Recommended at programs of interest</td>
</tr>
<tr>
<td>Research Publications,</td>
<td>Mean = 18.3</td>
</tr>
<tr>
<td>Presentations, Abstracts</td>
<td></td>
</tr>
</tbody>
</table>

**Top Considerations for Interviews**
- Step 1 scores  
- Letters of Recommendation within the specialty  
- Class rank/quartile  
- Personal prior knowledge of applicant  
- Audition elective/rotation in the department  
- Evidence of professionalism/ethics  
- AOA membership

**Top Considerations in Ranking**
- Interactions with faculty during interview  
- Interpersonal skills  
- Interactions with staff during interview  
- Feedback from current residents  
- Step 1 scores  
- Letters of recommendation in specialty

**Letters of Recommendation**
- At least three; at least 2 should be from within the specialty; 1-2 should be from a different institution

**Chair’s/Departmental Letter**
- Chair letter not necessary for most programs

**Peak Interview Season**
- October - January

**Prelim/Transitional Year Required?**
- No.
**OBGYN**

<table>
<thead>
<tr>
<th>Specialty Advisors</th>
<th>Gabriella Pridjian</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Step 1</strong></td>
<td></td>
</tr>
<tr>
<td>Mean (successful applicants)</td>
<td>230</td>
</tr>
<tr>
<td>Interquartile Range (successful applicants)</td>
<td>219-241</td>
</tr>
<tr>
<td><strong>Step 2</strong></td>
<td></td>
</tr>
<tr>
<td>Mean (successful applicants)</td>
<td>247</td>
</tr>
<tr>
<td><strong>Away Rotations</strong></td>
<td>Optional</td>
</tr>
<tr>
<td><strong>Research Publications, Presentations, Abstracts</strong></td>
<td>Mean = 4.9</td>
</tr>
<tr>
<td><strong>Top Considerations for Interviews</strong></td>
<td>Step 1 scores</td>
</tr>
<tr>
<td></td>
<td>Letters of Recommendation within the specialty</td>
</tr>
<tr>
<td></td>
<td>Grades in required clerkships</td>
</tr>
<tr>
<td><strong>Top Considerations in Ranking</strong></td>
<td>Interactions with faculty during interview</td>
</tr>
<tr>
<td></td>
<td>Interpersonal skills</td>
</tr>
<tr>
<td></td>
<td>Interactions with staff during interview</td>
</tr>
<tr>
<td></td>
<td>Feedback from current residents</td>
</tr>
<tr>
<td><strong>Letters of Recommendation</strong></td>
<td>At least three; at least 1 should be from within the specialty</td>
</tr>
<tr>
<td><strong>Chair’s/Departmental Letter</strong></td>
<td>Chair letter is necessary</td>
</tr>
<tr>
<td><strong>Peak Interview Season</strong></td>
<td>November - January</td>
</tr>
<tr>
<td><strong>Prelim/Transitional Year Required?</strong></td>
<td>No.</td>
</tr>
<tr>
<td>Specialty Advisors</td>
<td>Delmar Caldwell</td>
</tr>
<tr>
<td>--------------------</td>
<td>-----------------</td>
</tr>
<tr>
<td><strong>Step 1</strong></td>
<td>Mean (successful applicants) = 245</td>
</tr>
<tr>
<td></td>
<td>Interquartile Range (successful applicants) = N/A</td>
</tr>
<tr>
<td><strong>Step 2</strong></td>
<td>Mean (successful applicants) = N/A</td>
</tr>
<tr>
<td><strong>Away Rotations</strong></td>
<td>Optional</td>
</tr>
<tr>
<td><strong>Research Publications, Presentations, Abstracts</strong></td>
<td>Mean = N/A</td>
</tr>
<tr>
<td><strong>Top Considerations for Interviews</strong></td>
<td>N/A</td>
</tr>
<tr>
<td><strong>Top Considerations in Ranking</strong></td>
<td>N/A</td>
</tr>
<tr>
<td><strong>Letters of Recommendation</strong></td>
<td>At least three; at least 1 should be from within the specialty</td>
</tr>
<tr>
<td><strong>Chair’s/Departmental Letter</strong></td>
<td>Chair letter not necessary for most programs</td>
</tr>
<tr>
<td><strong>Peak Interview Season</strong></td>
<td>November - December</td>
</tr>
<tr>
<td><strong>Prelim/Transitional Year Required?</strong></td>
<td>Yes. Transitional/Preliminary years must be applied for IN ADDITION to the categorical program. Carefully read the requirements for your transitional or preliminary year in programs you may be interested in to ensure you apply for appropriate experiences.</td>
</tr>
</tbody>
</table>
# Orthopaedic Surgery

<table>
<thead>
<tr>
<th>Specialty Advisors</th>
<th>Paul Gladden</th>
<th>Mary Mulcahey</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Step 1</strong></td>
<td>Mean (successful applicants) = 248</td>
<td>Interquartile Range (successful applicants) = 241-255</td>
</tr>
<tr>
<td><strong>Step 2</strong></td>
<td>Mean (successful applicants) = 255</td>
<td></td>
</tr>
<tr>
<td><strong>Away Rotations</strong></td>
<td>Highly recommended at programs of interest (at least 2)</td>
<td></td>
</tr>
<tr>
<td><strong>Research Publications,</strong></td>
<td>Mean = 11.5</td>
<td></td>
</tr>
<tr>
<td><strong>Presentations,</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Abstracts</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Top Considerations for</strong></td>
<td>Step 1 scores</td>
<td>AOA Membership</td>
</tr>
<tr>
<td><strong>Interviews</strong></td>
<td>Letters of Recommendation within the specialty</td>
<td></td>
</tr>
<tr>
<td><strong>Top Considerations in</strong></td>
<td>Interactions with faculty during interview</td>
<td></td>
</tr>
<tr>
<td><strong>Ranking</strong></td>
<td>Interpersonal skills</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Interactions with staff during interview</td>
<td></td>
</tr>
<tr>
<td><strong>Letters of Recommendation</strong></td>
<td>At least three; at least 1 should be from within the specialty</td>
<td></td>
</tr>
<tr>
<td><strong>Chair’s/Departmental Letter</strong></td>
<td>Chair letter is necessary</td>
<td></td>
</tr>
<tr>
<td><strong>Peak Interview Season</strong></td>
<td>December - February</td>
<td></td>
</tr>
<tr>
<td><strong>Prelim/Transitional Year Required?</strong></td>
<td>No.</td>
<td></td>
</tr>
</tbody>
</table>
| Specialty Advisors       | Paul Friedlander  
<table>
<thead>
<tr>
<th></th>
<th>Rizwan Aslam</th>
</tr>
</thead>
</table>
| **Step 1**              | Mean (successful applicants) = 248  
|                         | Interquartile Range (successful applicants) = 242-254 |
| **Step 2**              | Mean (successful applicants) = 254 |
| **Away Rotations**      | Highly recommended at programs of interest (at least 2) |
| **Research Publications, Presentations, Abstracts** | Mean = 5.3 |
| **Top Considerations for Interviews** | Step 1 scores  
|                         | Letters of Recommendation within the specialty  
|                         | Grades in required clerkships |
| **Top Considerations in Ranking** | Interactions with faculty during interview  
|                         | Interpersonal skills  
|                         | Interactions with staff during interview  
|                         | Feedback from current residents  
<p>|                         | Letters of recommendation in specialty |
| <strong>Letters of Recommendation</strong> | At least three; at least 2 should be from within the specialty |
| <strong>Chair’s/Departmental Letter</strong> | Chair letter is necessary for most programs |
| <strong>Peak Interview Season</strong> | November - January |
| <strong>Prelim/Transitional Year Required?</strong> | No. |</p>
<table>
<thead>
<tr>
<th>PM&amp;R</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Specialty Advisors</strong></td>
</tr>
</tbody>
</table>
| **Step 1** | Mean (successful applicants)= 225  
Interquartile Range (successful applicants) = 215-235 |
| **Step 2** | Mean (successful applicants) = 239 |
| **Away Rotations** | Recommended at programs of interest |
| **Research Publications, Presentations, Abstracts** | Mean = 2.9 |
| **Top Considerations for Interviews** | Step 1 scores  
Letters of Recommendation within the specialty  
MSPE  
Perceived commitment to specialty  
Evidence of professionalism/ethics |
| **Top Considerations in Ranking** | Interactions with faculty during interview  
Interpersonal skills  
Interactions with staff during interview  
Feedback from current residents  
Step 1  
MSPE  
Perceived commitment to specialty |
<p>| <strong>Letters of Recommendation</strong> | At least three; at least 1 should be from within the specialty |
| <strong>Chair’s/Departmental Letter</strong> | Chair letter not necessary for most programs. |
| <strong>Peak Interview Season</strong> | November - February |
| <strong>Prelim/Transitional Year Required?</strong> | Yes. Transitional/Preliminary years must be applied for IN ADDITION to the categorical program. Carefully read the requirements for your transitional or preliminary year in programs you may be interested in to ensure you apply for appropriate experiences. |</p>
<table>
<thead>
<tr>
<th>Specialty Advisors</th>
<th>Byron Crawford</th>
</tr>
</thead>
</table>
| **Step 1**         | Mean (successful applicants) = 233  
Interquartile Range (successful applicants) = 221-245 |
| **Step 2**         | Mean (successful applicants) = 242 |
| **Away Rotations** | Optional |
| **Research Publications, Presentations, Abstracts** | Mean = 2.9 |
| **Top Considerations for Interviews** | Step 1 scores  
Letters of Recommendation within the specialty  
Personal Statement  
Perceived commitment to specialty |
| **Top Considerations in Ranking** | Interactions with faculty during interview  
Interpersonal skills  
Interactions with staff during interview  
Feedback from current residents  
Letters of Recommendation |
| **Letters of Recommendation** | At least three; at least 2 should be from within the specialty |
| **Chair’s/Departmental Letter** | Chair letter not necessary for most programs. |
| **Peak Interview Season** | October - February |
| **Prelim/Transitional Year Required?** | No. |
## Pediatrics

<table>
<thead>
<tr>
<th>Specialty Advisors</th>
<th>Samir El-Dahr</th>
</tr>
</thead>
</table>
| **Step 1** | Mean (successful applicants) = 227  
Interquartile Range (successful applicants) = 215-240 |
| **Step 2** | Mean (successful applicants) = 243 |
| **Away Rotations** | Optional |
| **Research Publications, Presentations, Abstracts** | Mean = 4.1 |
| **Top Considerations for Interviews** | Step 1 scores  
MSPE |
| **Top Considerations in Ranking** | Interactions with faculty during interview  
Interpersonal skills  
Interactions with staff during interview  
Feedback from current residents  
Step 1 score  
Step 2 score |
| **Letters of Recommendation** | At least three; at least 2 should be from within the specialty |
| **Chair’s/Departmental Letter** | Chair letter not necessary for most programs. |
| **Peak Interview Season** | November - January |
| **Prelim/Transitional Year Required?** | No. |
### Plastic Surgery

| Specialty Advisors | Step 1 | Mean (successful applicants) = 249  
Interquartile Range (successful applicants) = 242-255 |
<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Step 2</td>
<td>Mean (successful applicants) = 254</td>
</tr>
<tr>
<td>Away Rotations</td>
<td></td>
<td>Highly recommended at programs of interest (at least 1)</td>
</tr>
<tr>
<td>Research Publications, Presentations, Abstracts</td>
<td>Mean = 5.4</td>
<td></td>
</tr>
</tbody>
</table>
| Top Considerations for Interviews | Step 1 scores  
Letters of Recommendation within the specialty  
Prior knowledge of the candidate  
Demonstrated involvement and interest in research |
| Top Considerations in Ranking | Interactions with faculty during interview  
Interpersonal skills  
Interactions with staff during interview  
Feedback from current residents  
Letters of recommendation in the specialty |
| Letters of Recommendation | At least three; at least 3 should be from within the specialty |
| Chair’s/Departmental Letter | Chair letter is necessary |
| Peak Interview Season | December - March |
| Prelim/Transitional Year Required? | No. |
## Psychiatry

| Specialty Advisors | Ashley Weiss  
<table>
<thead>
<tr>
<th></th>
<th>Patrick O’Neill</th>
</tr>
</thead>
</table>
| **Step 1**        | Mean (successful applicants)= 226  
|                   | Interquartile Range (successful applicants) = 212-235 |
| **Step 2**        | Mean (successful applicants) = 239 |
| **Away Rotations**| Recommended at programs of interest |
| **Research Publications, Presentations, Abstracts** | Mean = 4.8 |
| **Top Considerations for Interviews** | Step 1 scores  
|                   | Letters of Recommendation within the specialty  
|                   | MSPE  
|                   | Personal Statement  
|                   | Perceived commitment to the specialty |
| **Top Considerations in Ranking** | Interactions with faculty during interview  
|                   | Interpersonal skills  
|                   | Interactions with staff during interview  
|                   | Feedback from current residents  
<p>|                   | Perceived commitment to specialty |
| <strong>Letters of Recommendation</strong> | At least three; at least 1 should be from within the specialty |
| <strong>Chair’s/Departmental Letter</strong> | Chair letter not necessary for most programs. |
| <strong>Peak Interview Season</strong> | October - February |
| <strong>Prelim/Transitional Year Required?</strong> | No. |</p>
<table>
<thead>
<tr>
<th>Specialty Advisors</th>
<th>Mandy Weidenhaft</th>
</tr>
</thead>
<tbody>
<tr>
<td>Step 1</td>
<td>Mean (successful applicants)= 240</td>
</tr>
<tr>
<td></td>
<td>Interquartile Range (successful applicants) = 230-252</td>
</tr>
<tr>
<td>Step 2</td>
<td>Mean (successful applicants) = 249</td>
</tr>
<tr>
<td>Away Rotations</td>
<td>Optional</td>
</tr>
<tr>
<td>Research Publications,</td>
<td>Mean = 3.7</td>
</tr>
<tr>
<td>Presentations, Abstracts</td>
<td></td>
</tr>
<tr>
<td>Top Considerations for</td>
<td>Step 1 scores</td>
</tr>
<tr>
<td>Interviews</td>
<td>MSPE</td>
</tr>
<tr>
<td></td>
<td>Grades in required clerkships</td>
</tr>
<tr>
<td>Top Considerations in</td>
<td>Interactions with faculty during interview</td>
</tr>
<tr>
<td>Ranking</td>
<td>Interpersonal skills</td>
</tr>
<tr>
<td></td>
<td>Interactions with staff during interview</td>
</tr>
<tr>
<td></td>
<td>Feedback from current residents</td>
</tr>
<tr>
<td></td>
<td>Step 1 scores</td>
</tr>
<tr>
<td>Letters of Recommendation</td>
<td>At least three; at least 1 from the specialty</td>
</tr>
<tr>
<td>Chair’s/Departmental Letter</td>
<td>Chair letter not necessary for most programs.</td>
</tr>
<tr>
<td>Peak Interview Season</td>
<td>December - January</td>
</tr>
<tr>
<td>Prelim/Transitional Year</td>
<td>Yes. Transitional/Preliminary years must be</td>
</tr>
<tr>
<td>Required?</td>
<td>applied for IN ADDITION to the categorical</td>
</tr>
<tr>
<td></td>
<td>program. Carefully read the requirements for</td>
</tr>
<tr>
<td></td>
<td>your transitional or preliminary year in</td>
</tr>
<tr>
<td></td>
<td>programs you may be interested in to ensure</td>
</tr>
<tr>
<td></td>
<td>you apply for appropriate experiences.</td>
</tr>
<tr>
<td>Specialty Advisors</td>
<td></td>
</tr>
<tr>
<td>--------------------</td>
<td>-------------------------------------------------</td>
</tr>
</tbody>
</table>
| **Step 1** | Mean (successful applicants)= 247  
Interquartile Range (successful applicants) = 239-258 |
| **Step 2** | Mean (successful applicants) = 253 |
| **Away Rotations** | Strongly recommended at programs of interest (at least 2) |
| **Research Publications, Presentations, Abstracts** | Mean = 15.6 |
| **Top Considerations for Interviews** | Letters of Recommendation within the specialty  
MSPE  
Personal Statement  
Perceived commitment to specialty  
Demonstrated involvement and interest in research |
| **Top Considerations in Ranking** | Interactions with faculty during interview  
Interpersonal skills  
Interactions with staff during interview  
Feedback from current residents |
<p>| <strong>Letters of Recommendation</strong> | At least three; at least 2 should be from within the specialty |
| <strong>Chair’s/Departmental Letter</strong> | Chair letter not necessary for most programs |
| <strong>Peak Interview Season</strong> | December - January |
| <strong>Prelim/Transitional Year Required?</strong> | Yes. Transitional/Preliminary years must be applied for IN ADDITION to the categorical program. Carefully read the requirements for your transitional or preliminary year in programs you may be interested in to ensure you apply for appropriate experiences. |</p>
<table>
<thead>
<tr>
<th>Specialty Advisors</th>
<th>Mary Killackey</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Step 1</strong></td>
<td>Mean (successful applicants) = 236</td>
</tr>
<tr>
<td></td>
<td>Interquartile Range (successful applicants) = 225 - 245</td>
</tr>
<tr>
<td><strong>Step 2</strong></td>
<td>Mean (successful applicants) = 248</td>
</tr>
<tr>
<td>Away Rotations</td>
<td>Optional</td>
</tr>
<tr>
<td>Research Publications, Presentations, Abstracts</td>
<td>Mean = 3.6</td>
</tr>
<tr>
<td><strong>Top Considerations for Interviews</strong></td>
<td>Step 1 scores</td>
</tr>
<tr>
<td></td>
<td>Letters of Recommendation within the specialty</td>
</tr>
<tr>
<td></td>
<td>Step 2 scores</td>
</tr>
<tr>
<td><strong>Top Considerations in Ranking</strong></td>
<td>Interactions with faculty during interview</td>
</tr>
<tr>
<td></td>
<td>Interpersonal skills</td>
</tr>
<tr>
<td></td>
<td>Interactions with staff during interview</td>
</tr>
<tr>
<td></td>
<td>Step 1 scores</td>
</tr>
<tr>
<td>Letters of Recommendation</td>
<td>At least three; at least 3 should be from within the specialty</td>
</tr>
<tr>
<td>Chair’s/Departmental Letter</td>
<td>Chair letter not necessary for most programs, but is recommended</td>
</tr>
<tr>
<td><strong>Peak Interview Season</strong></td>
<td>November - January</td>
</tr>
<tr>
<td>Prelim/Transitional Year Required?</td>
<td>No.</td>
</tr>
</tbody>
</table>
### Urology

| Specialty Advisors | Dr. Raju Thomas, MD, FACS, MHA -- Chairman  
Dr. Wayne JG Hellstrom, MD  
Dr. Jonathan Silberstein, MD |
|--------------------|------------------------------------------------|
| Step 1             | Mean (successful applicants) = N/A  
Interquartile Range (successful applicants) = N/A |
| Step 2             | Mean (successful applicants) = N/A |
| Away Rotations     | Highly recommended at programs of interest (at least 2) |
| Research Publications, Presentations, Abstracts | Mean = N/A |
| Top Considerations for Interviews | N/A |
| Top Considerations in Ranking | N/A |
| Letters of Recommendation | At least three; at least 2 should be from within the specialty, and 1 from another institution |
| Chair’s/Departmental Letter | Chair letter is necessary. |
| Peak Interview Season | November - December |
| Prelim/Transitional Year Required? | No |