

	<b>Policy on Visiting Students (LCME Elements 5.10 Resources Used by Visiting Students; 10.8 Visiting Students)</b>	<b>Effective Date:</b>	<b>August 14, 2018</b>
		<b>Current Date:</b>	<b>August 7, 2018</b>
		<b>Contact:</b>	<b>Office of Student Affairs</b>
<b>Approved By: SOM Executive Faculty</b>		<b>Date Approved:</b>	<b>August 14, 2018</b>

### 1) GENERAL POLICY STATEMENT

Tulane may offer clinical clerkships to senior-year students of other U.S. medical schools, including member schools of the Association of American Medical Colleges, who have successfully completed core clerkships and who have passed USMLE Step 1 exams prior to application to the Tulane School of Medicine. International visiting students may be considered only in the case of a formal academic agreement between Tulane and the sponsoring international institution.

a) **Scope:** Applies to all visiting students.

b) **Responsible Department/Party/Parties:**

- i. **Policy Owner:** Office of Admissions and Student Affairs
- ii. **Procedure:** Office of Admissions and Student Affairs
- iii. **Supervision:** Dean's Office

### 2) DEFINITIONS

For purposes of this Policy, the following terms and definitions apply:

**Visiting students:** Students enrolled at one medical school who participate in clinical (typically elective) learning experiences for a grade sponsored by another medical school without transferring their enrollment from one school to the other.

### 3) POLICY GUIDELINES

**General Requirements:**

- Tulane accepts applications only through the AAMC VSAS program. Applicants must receive authorization from the home school in order to use the program.
- Applications from visiting students are processed after Tulane junior medical students have signed up for their senior clerkships, which usually begin between the end of April and mid-May. Final approval for all visiting students is at the discretion of the Department with consideration for availability and space.
- Visiting Students must be seniors in a four-year curriculum when the clerkship is taken and must have completed the equivalent of Tulane's basic clerkships in internal medicine, surgery, pediatrics, and obstetrics and gynecology.

- Clerkships completed by visiting students do not carry credit within Tulane Medical School; therefore, visiting students are not eligible for the M.D. degree from Tulane University.
- It is the visiting student's responsibility to get the rotation evaluation form completed prior to departure or to make appropriate arrangements for evaluation.
- Clerkships will follow Tulane's published schedule; requests to change dates of rotations will not be accommodated.
- The visiting student must make his/her own arrangements for room and board and parking. Students may rent a room and lease parking space from the University if there are openings.
- Visiting students will not be provided medical records training or access.
- Visiting students are ineligible for Tulane School of Medicine financial support or compensation.

**4) REVIEW/REVISION/IMPLEMENTATION**

- Review Cycle:** This policy shall be reviewed by the Office of Admissions and Student Affairs at least annually from the effective date.
- Office of Record:** After authorization, the Dean's Office (Office of Admissions and Student Affairs) shall be the office of record for this policy.

**5) RELATED POLICIES**

Not applicable

**6) GOVERNING LAW OR REGULATIONS**

Not applicable

**7) ATTACHMENTS**

Not applicable