
INTERNSHIP/RESIDENCY APPLICATION PROCESS

Class of 2008 Timetable

APRIL 2007

- Begin to inquire/write to other hospitals/medical schools about AWAY electives.
- Begin requesting letters of recommendation.
- **Mandatory class meeting** to discuss ERAS, Early Match and Medical Student Performance Evaluations (formerly known as the dean's letter). Dr. Neil Parker will open the meeting by discussing his perspective on the residency matching process.

MAY 2007

- Informational meetings on Early Match Specialties: ENT, Ophthalmology, Neurology, Neurosurgery, Plastic Surgery and Urology.
- Informational meeting on Orthopaedic Surgery

JUNE 2007

- Seminars on writing your CV and Personal Statement.
- Advisor assignments for internship/residency counseling made by the fourth year colleges.
- Seniors interested in Early Match: be aware of early application deadlines. See Alisa for application information.
- Seek individual counseling from faculty, housestaff, and specialty advisors.
- Informational meetings on the following specialties:
 - Anesthesiology
 - Diagnostic Radiology
 - Emergency Medicine
 - Family Medicine
 - Surgery
 - Internal Medicine
 - Ob/Gyn
 - Neurology
 - Pediatrics
 - Psychiatry

JULY 2007

- Applicants to Early Match Specialties sign and submit individual agreements (contracts) to participate in Match programs.
- Plan to take electives in specialties of interest, if not already scheduled
- Pick up ERAS instruction packets available mid-July for students applying in the following specialties:
 - Anesthesiology
 - Family Medicine
 - Ob/Gyn
 - Neurology
 - Urology
 - Dermatology
 - General Surgery
 - Orthopaedic Surgery
 - Physical Medicine & Rehabilitation
 - Diagnostic Radiology
 - Internal Medicine
 - Pathology
 - Psychiatry
 - Emergency Medicine
 - Medicine/Pediatrics
 - Pediatrics
 - Transitional Year Programs
- Seek individual counseling from faculty, housestaff, and specialty advisors.

AUGUST 2007

- National Resident Matching Program (NRMP) online registration begins.
- Continue to seek out individualized counseling.
- All MSPE appointments scheduled for August, September, early October.
- MSPEs will be prepared during the months of September, and October for November 1st distribution. ***AAMC guidelines forbid release of any MSPEs prior to November 1st***
- Be aware of early application deadlines and follow up on submitted applications.
- Plan for electives in specialties of interest.
- Follow up on letters of recommendation.

SEPTEMBER 2007

- MSPE appointment period.
- Early interviewing for some specialties may begin.
- Seminar on Interview Skills (will be repeated in November).
- Read your applications carefully. Be aware if programs want support documents (i.e., transcripts, board scores, etc.) prior to release of MSPE on November 1st.

OCTOBER 2007

- MSPE appointment period ends mid-October.

NOVEMBER 2007

- November 1st—begin release of MSPEs (November 1st is the earliest release date)
- The majority of programs begin to schedule interviews for November, December and January.
- Seminar on interview skills.
- Follow up on all applications submitted; make sure that application files are complete, even if they're filed electronically.
- Continue to seek advice from faculty, housestaff, and specialty advisors.

DECEMBER 2007

- Interview process continues.
- Interviews for early match are wrapping up.

JANUARY 2008

- Interview process continues through early February.
- Early match Rank Order Lists (ROLs) are submitted by mail and results are announced.
- Instructions regarding NRMP Rank Order List (ROL) will be emailed to you.
- Submit your Rank Order List (ROL) via computer (mid-January to mid-February).
- Deadline to sit for USMLE Step 2 CK is January 20th.

FEBRUARY 2008

- Seminar on creating your Rank Order List.
- Final interviewing (and second-looks) completed.
- If planning to be absent on Match Day (March 13th), inform the Student Affairs Office in order to receive instructions regarding scramble.

MARCH 2008

- Monday before Match Day, the names of unmatched students are released via the web. They are available to the school half an hour prior to the time students can access the information. Nathalie will contact unmatched students by phone.
- Two days prior to Match Day, unmatched students are matched by phone.
- MATCH DAY is Thursday, March 13, 2008. Everyone will have an envelope to open!
- Scholarship Day is Friday, March 14, 2008. **Everyone is required to attend.**
- Take USMLE Step 2 CS by the end of March.

** IMPORTANT POINTS TO REMEMBER **

- 1) Read your e-mails from Nathalie Schweikert on the application process. These are important!
- 2) Don't forget to schedule time for vacation, interviews and studying for Step 2! Some programs have set interview dates that cannot be changed.
- 3) Make arrangements with course chairs **before** being absent from a rotation, even if it is to interview. If you will be absent from a rotation, you must offer to make up the time away.
- 4) Don't forget to follow up (i.e., letters of recommendation, evaluations, completeness of application files, etc.) Programs will not call you if your application isn't complete.
- 5) SAO staffers are here to *help* you. Please keep us up-to-date on your *concerns*.