Applying for the USMLE Step 1 Examination
Important Points

- Completing the Step 1 application is done in two parts.

- Go to the NBME Interactive Web Site for Applicants at http://examinee.nbme.org/interactive

  And follow the instructions for “First Time User?” under the Log-in Box
NLES (NBME Licensing Examination Services website):

If your medical school is **outside** of the US or Canada, apply for USMLE Step 1 or Step 2 through ECFMG

For anyone applying for USMLE Step 3, go to FSMB

**Log In:**

USMLE ID

Password

Forgot your USMLE ID or Password

Log in

First-time user? Register here »
Important Points

- Enter last 4 digits of SSN, First Name, Last Name, Birth Date, Email Address, Medical School and Grad Year, your AAMC (if known).
- Receive an email with your USMLE Identification Number and temporary password.
- You will be prompted to change your password.
- Apply for the USMLE.
IMPORTANT POINTS

- You will be required to read the Application Instructions and click in a check box that confirms that you have read the material.

- Click the box “Next” to begin an application.
The On-line Portion of the Application

- Confirm Medical School and Expected Graduation Date Information – for most May 2020
- Select an Eligibility Period
  - March 1 to May 31, 2018 - (The deadline to take Step 1 is April 1st!)
- Confirm Your Name
  - Pre-populated from Medical School Application
  - Must match government issued ID EXACTLY!
- Submit on-line application and receive Reference Number – make note of this number
The Certification Page

- You will print the Certification page and bring it and a color 2x2 photograph (passport photo) to the Office of the Registrar.

- The cost is $610. If you are not paying by credit card (check or money order) you must print a payment form for which you will be prompted. Do not attach the check/money order to your Certification page. You will send it to a different address listed on the payment form.

- Check the box to authorize the NBME to accept your NBME online services password and USMLE ID# in lieu of your signature for 5 years.
Applications Sent by the Office of the Registrar

- Bring your completed Certification Page with 2X2 sized photo to the Office of the Registrar by **November 17th** (close of business) and we will certify and overnight mail all complete applications within a few days.

- You must sign your Certification page in front of a Registrar’s Office staff member.

- Print your full name on the back of your photo.

- All applications received after November 17th will be certified and returned to student to mail on their own.

- Once application is received and processed by the National Board, they will email you with instructions to retrieve your scheduling permit.
Review Timeline

- **November 17, 2017**: Deadline for Completion of on-line Step 1 application. Certification Page with Photo to Registrar’s Office.

- **DEC 2017**: Receive Scheduling Permit via email notification.

- **When you receive your Scheduling Permit**: Call Prometric Test Centers and schedule Step 1 examination date and location.

- **Wk of MARCH 19, 2018**: Recommended period to sit for the Step 1 examination.

- **APRIL 1, 2018**: Last day to take the USMLE Step 1 examination in order to be eligible to begin clerkship rotations.

- **Day after you sit for the exam through April 1, 2018**: TAKE A VACATION!!

- **WK of APRIL 2, 2018**: Transition to Clerkships.

- **APRIL 9, 2018**: First Day of Clerkship Rotations.
QUESTIONS?

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