COMPOSING YOUR SENIOR SCHEDULE

Elective Lottery Process and

General Information

Class of 2012

March 31, 2011
FACT OR CRAP?

You must know now what specialty you will be going into.

CRAP !!

You have some time to make decisions...
Resources to Assist You

- Faculty who are in the field(s) you are considering - check the specialty advisor list on the web at http://sis.downstate.edu/registrar/class_mtg/index.html
- Attend Departmental Residency Info Meetings
- Meet with your Clinical Assistant Dean
- Speak to upper-class students who just matched to the field(s) you are considering.
  
  Student-Student Residency Forum Monday, March 21
  
  Email the seniors before they leave in May
Specialty Advisors

Faculty in the clinical departments who advise students on:

✓ Their individual competitiveness
✓ Suggested senior electives
✓ Career options in their field
✓ Can review list of programs you plan to apply to
✓ Program quality both locally and nationally
Departmental Residency Information Meetings

Throughout April

Topics to be covered on email sent:

- how many “audition” electives should be taken in the specialty?
- is research needed to apply to the specialty? if yes, how much?
- how competitive is the specialty?
- what residency advising assistance is provided by faculty
what is a desirable fourth year program of study for students entering the specialty?
  - should it be broad based?
  - what electives are recommended?
what kind of credentials are programs looking for?
Information about the Downstate residency program
how do students evaluate which programs are “good” and what should students look for in programs?
Composing Your Senior Schedule

❖ Clinical Schedule Planner

- **Purpose:** *To compose your schedule in a complete and thought out way with the guidance of your clinical assistant dean.*

- Checklist for completion of Graduation Requirements

✓ List of your schedule for the year, including Primary Care II and remaining core clerkships - You will be canvassed for hospital site preferences for remaining core clerkships

❖ Needs Clinical Assistant Dean signature!
Overall Tentative Plan

- Not written in stone
- If you are undecided:
  - Schedule electives in fields you are considering
  - Use summer/early months to help decision
- You can change your elective schedule in the Fall semester as long as it is in a timely fashion
  - at least 4 weeks prior to start date, except for Subinternships which require 8 week advanced notice
  - Check add/drop deadlines for signature and fee requirement.
FACT OR CRAP?

Your clinical schedule planner registers you for your courses.

CRAP !!

You will register through an on-line process at the end of April-mid May.
Checklist of What to Consider

- Downstate electives in field(s) you are considering
- Possible off-campus electives dates
- Electives of interest
- Research electives?
- Subinternship – Fall or Spring?
- Summer Reexaminations
- When to take Step 2CK and CS
- Interviews usually require one month off
  - Early Match - November or December
  - Regular Match - December or January
- Health Care in Dev Countries - April/May
Elective Distribution Requirements

- No more than 8 weeks of clinical electives in any one subspecialty discipline will count toward the 20 week graduation requirement.

- No more than 8 weeks of clinical extramural (away) electives will count toward the 20 week graduation requirement.

- No more than 8 weeks of research electives will count toward the 20 week graduation requirement. Research credits do NOT count toward subspecialty or off campus maximums.
Elective Distribution Requirements

- No more than 4 weeks of senior credit will be granted for non-clinical based electives.
  - Specifically, students may not exceed taking 4 weeks of History of Med, Literature in Med, CBL Case Development, Medical Toxicology, Biomedical Ethics, etc...

- Check website for “Course Type”
Key Months

  - Exploring and Decision Making
  - Letters of recommendation - 3 required
  - Take subinternship or electives departmental advisors have suggested completing before the residency application process is complete.
  - Submitting residency applications, writing personal statement, creating CV
Extramural (Away) Electives

- Should start planning now, if haven’t already
- What if you’re undecided?
- Timely notification of cancellation is critical - a minimum of 4 weeks prior is REQUIRED.
- **To get credit - need chair and CAD signature, prior to starting the elective!**
VSAS

- Visiting Student Application Service
- Over 100 medical schools and medical centers participating
- Centralized application for easy processing
- Instructions on Registrar website
  - http://sls.downstate.edu/registrar
Clerkship Reexaminations

- Not permitted to do any course work while studying (minimum 2 weeks) or during scheduled date of examination.
- Need to notify the clerkship director or student coordinator of which of the published dates you would like to take reexamination so that an exam can be ordered for you.
- Reexaminations will ONLY be given on published July, August dates.
USMLE Step 2

- Taking Step 2 CK & CS is a graduation requirement for the Class 2012.
- All students are required to register for both Step 2 CK & Step 2 CS by November 1, 2011.
- All students are required to take both Step 2 CK & Step 2 CS by January 31, 2012.
- Cost can be included in the Financial Aid/Student Loan package - once.
Students who are not satisfied with their performance on Step 1 should take Step 2 early.

Students generally take 2 weeks to 1 month off to study, or study during a light elective or clerkship.

To include Step 2 CK with the screening of your application, take by August 10, August 1 for early match.
FACT OR CRAP?

There is a way to hold your Step 2 CK score from being transmitted to programs so you can review it first.

FACT !!

If you take Step 2CK after you have transmitted ERAS, there is a check box on ERAS that you select to not auto-transmit.
USMLE Step 2CK

- To have Step 2 considered during the residency program determinations (ranking) Step 2 must be taken by December 31, December 1 for early match.

- To be able to view your Step 2 score prior to sending to programs, do not take the exam prior to sending out your ERAS application. *(Usually around Sept 1-15)*
Step 2CS
(Clinical Skills Exam)

- Registration should be done as early as possible to secure desired date and site.
- YOU SHOULD ALREADY BE REGISTERED!
- Only 5 sites nationally so spots fill up quickly
- Possibly schedule during time Step 2CK studying
- After major clerkship or subinternship might be helpful.
Standardized Patient Requirement

- Students are required to take and pass the standardized patient experience scheduled this year. Review your H & P skills!
- Very similar to the Step 2CS examination.
- Will receive e-mail re: date & location – not scheduled during vacation time.
- Need to pass the standardized patient exam in order to graduate.
- Dr. Mark Swartz will give overview on April 27th. This meeting is mandatory for all MS3 students!
Letters of Recommendation

- Letter file will be created for you in the Dean’s Office in June - will be discussed at June mtg.
- If you have faculty who want to write letters for you now, tell them to save them until further instructions.
- Most programs require 3 letters; we recommend requesting 4 letters.
- Preferably clinical: research letter can be sent as a fourth letter
Letters of Recommendation

- Letters are not generally used for the screening process.
- Clinical experiences through October can be used to obtain letters of recommendation.
- Subinternship letter vs. elective specialty.
- Department Chair’s letter – process.
- November could be used as an “extra” letter.
FACT OR CRAP?

All of your letters of recommendation have to be from faculty in the specialty you are applying to.

CRAP !!

For most specialties, letters can be from a variety of disciplines as long as you have at least one from the specialty. Students usually have 2 from the specialty and one other.
Senior Year Registration

- Intramural electives and subinternships will be scheduled through an on-line registration process.
- Students will be sent a Time Ticket to notify them of their registration start date.
- Overall registration period will be Monday April 25th through Friday May 13th.
Senior Year Registration

- Requires BOTH the on-line Registration AND your Clinical Planner signed by your Clinical Assistant Dean.

- Deadline to register and make changes- AND submit your Clinical Schedule Planner to the Office of the Registrar:
  
  Friday, May 13th
Senior Year Registration - Paperwork

- Some electives cannot be registered through the lottery - require prior faculty approval
- 6 or 8 week electives - use add/drop form
- Research electives
- Off-campus electives
- International electives
Senior Year Registration

- Do not enter choices for periods in which:
  - Primary Care II or Required Clerkship month
  - Vacation/Interviews (you can decide when—most take Dec off)
  - Extramural (off-campus) elective months

  if you don’t know when you will get the off-campus elective, you can register for a Downstate elective and drop in a TIMELY manner to permit other students to register for the course.

- Study period for Step 2 (you decide when)
Timing of Courses

- **Electives**
  - Usually First Monday of the month to the last Friday of the month (See Calendar for months that do not follow that rule)
  - the elective instructor has the responsibility to notify students of any special dates and with reporting instructions.

- **Subinternships**
  - FULL month; they begin on the first of the month and end on the last day of the month. (i.e. July 1 to July 31)
Required Subinternship

- You MUST register for a Medicine or Pediatric subinternship – it is REQUIRED for graduation.

- Can be taken during Fall 2011 or Spring 2012 – not during the interview season.

- Require 8-12 week notice to drop.
Student Affairs

- If you wish to discuss any matter of concern or create your individual senior schedule, two other resources are:
  - Sophie Christoforou
    Associate Dean for Student Affairs
  - Anne Shonbrun
    Registrar
Important Dates to Remember

- **April 4 - April 21**
  - Attend Departmental Residency Information Meetings and Student Residency Forum

- **April 1 - May 13**
  - Meet with Clinical Assistant Dean to discuss and sign off on elective schedule.

- **April 26 - May 13**
  - Elective choice data entry on web
Important Dates to Remember

❖ Friday, May 13
  ❖ Deadline for signed Clinical Schedule Planner to be submitted to the Office of the Registrar and elective preferences on the web.

❖ TBA
  ❖ Detailed Class Meeting re: Residency Application Process
FACT OR CRAP?

You won’t have any questions after this class meeting...

CRAP !!