VSLO/GHLO and the Away Elective Process

Class of 2020

C.A.R.E.
Career and Residency Exploration Program
Today’s Meeting Agenda

- Quick Review of Distribution of Requirements
- Review of Course Scheduling & Registration Process of Senior Coursework
- Extramural (Away) Electives Process – VSLO/GHLO Overview
- Questions???
Distribution Requirements

- No more than 12 weeks of clinical electives in any one **subspecialty** discipline will count towards the 16 week elective graduation requirement.

- No more than 8 weeks of **away (extramural)** clinical electives will count towards the 16 week elective graduation requirement.

- No more than 8 weeks of **research** electives will count towards the 16 week elective graduation requirement. Research elective credit only gets counted as research — it does NOT get counted toward the subspecialty or extramural maximums.
Distribution Requirements

- No more than 4 weeks of advanced clinical course credit will be granted for **non-clinical** based electives.
  - Specifically, students may not exceed taking 4 weeks of History of Medicine, Biomedical Ethics, Curriculum Dev., Literature and Medicine, Medical Toxicology, Medical Ethics and Morals, etc…

- With permission, ICU Requirement (2 weeks) can be completed at another U.S. LCME accredited medical school; PC2 (Geriatrics) can also be taken at select medical schools with permission.

- All other required coursework must be completed at SUNY Downstate.

*Please note: Students are permitted to register and take additional electives over and above the 16-week elective requirement.*
Course Scheduling & Registration
Course Scheduling & Registration

- The Course Catalog for Spring 2019 can be found on the Office of the Registrar website at
  https://sls.downstate.edu/registrar/catalog/index.html

- Course Catalog for 2019-2020 will be available mid-Feb. Check out the current catalog for ideas.
- Registration instructions for Spring 2019 are posted on our website. Instructions for academic year 2019-2020 will be posted by mid-February.
Spring 2019
Course Scheduling & Registration

- Feb 26 – Mar 1
  - Spring 2019 Registration open for ALL Students who are taking Advanced Year Courses April – June 2019
  - Opens at 8:30 PM for all
Students will be assigned a time ticket for Fall 2019 registration and a different time ticket for Spring 2020 registration.

Within myDownstate Banner Self-Service
- Click on “Student” and “Registration”
- Then select “Registration Eligibility”
- You are registering real-time for your coursework!

Make sure to check both terms!
Registration is not complete until a Clinical Schedule Planner is completed and signed by your Clinical Assistant Dean and submitted to the Office of the Registrar.

Clerkship remediation dates are posted on the Office of the Registrar website.
Extramural & Other Special Electives

- Extramural (Off-Campus) Electives
  - Purpose
    - “Audition Electives”
    - Obtain Letters of Recommendation
    - Be exposed to different clinical experiences
  - Timing of application and actual rotation
  - Website information
    - https://sls.downstate.edu/registrar/class_mtg/index.html
  - AAMC Website Information
    - https://students-residents.aamc.org/attending-medical-school/article/visiting-student-learning-opportunities/
  - AAMC Compendium – Non VSLO
    - https://services.aamc.org/eec/students/
Extramural & Other Special Electives

- Process to receive credit, liability coverage issues
- Research Electives, International Electives, Global Health in Developing Countries, GHLO
Three Step Process –

Identify where

- Through VSLO
- Through AAMC Extramural Electives Compendium
- Individual Institution website

Apply either through VSLO or outside of VSLO through individual institutions

Submit paperwork to receive credit
Extramural & Other Special Electives

- Process to receive credit, liability coverage issues
  - Review list of current Agreements in the Office of the Registrar.
    - If not listed, send contact information to Office of the Registrar and we will try to secure an agreement.
  - Complete Proposal for Extramural/Tailor-Made Form.
    - Attach acceptance letter/email. Obtain required signatures.
  - See instructions for background check/drug testing
    - http://sls.downstate.edu/student_affairs/CBCDT.html
VSLO OVERVIEW

- Mid-January - Receive email from AAMC with instructions for access for academic year 2019-2020

- Basic VSLO instructions can be found at https://sls.downstate.edu/registrar/_documents/classes_meeting_materials/vslo_student_essentials.pdf

- Video instructions for using VSLO can be found at https://www.aamc.org/ You will need to LOG in using your AAMC ID and password (your AMCAS log in info).
VSLO ADDITIONAL INFORMATION

- Use the 4:3:2 Rule
  - Apply to 4 institutions
  - Select 3 date blocks
  - Plan on getting 2 electives

- The School can only verify you once you have submitted your application and applied for electives.
VSLO ADDITIONAL INFORMATION

- **You must** request your Medical School transcript and pay $5 at the Bursar in order for the Office of the Registrar to upload it.
- Upload your Immunization form(s) only after you apply.
  - If the Host school does not have a template, use the AAMC version posted in VSLO
- VSLO will notify you each time something has been uploaded/updated/etc.
What’s Coming Up?
TIMELINE

- Feb 14: Time Tickets Released for Fall 2019/Spring 2020
- Feb 26-Mar 1: On-Line Registration SPRING 2019 ONLY
  - All Students Taking Advanced Year courses in Spring 2019
What’s Coming Up?

**TIMELINE**

- **Mar 4 - Mar 15**: On-line Registration begins according to time-ticket for Fall 2019/Spring 2020
- **March 15**: Clinical Schedule Planner DUE
  - Signed by your Clinical Assistant Dean
- **March 15**: On-line registration ends for everyone
- **April 1**: Schedule changes for Fall 2019 and Spring 2020 begin
Need Help?

- Assistance with your individual senior schedule, some resources:
  - Your Clinical Assistant Dean
  - Specialty Advisors
  - Any of us
  - Upperclass students