

DIRECTIONS & INFORMATION FOR PROSPECTIVE FOREIGN & VISITING STUDENTS

Mount Sinai School of Medicine (MSSM) accepts visiting students into the Elective Program on a space available basis. Electives in various departments are offered by the Medical School Faculty at the following locations:

Mount Sinai Medical Center Elmhurst Hospital Bronx Veterans Medical Center North Shore General Hospital

The hospitals listed above are the only institutions in which foreign students are allowed to complete electives, if approved.

Inquiries regarding specific electives offered at MSSM and its affiliates should be made directly to the **Foreign/Visiting Student Coordinator, Jeanneth Persaud**, in the office of the Registrar, 100th Street and Madison Avenue, Annenberg Building, 13th Floor, Room 13-30. Students who do not meet all the criteria will not be accepted. All applications are subject to approval by the Dean of the Mount Sinai School of Medicine.

VISA: If you are accepted to complete an elective at Mount Sinai, please note you **must obtain a J-1 Short Term Visa** to participate in the program. Other institutions in the United States may allow you to participate under a different visa status. Unfortunately, there are no exceptions in the Mount Sinai program. You must obtain a J-1 visa to participate

The following documents must be sent to the Foreign/Visiting Student Coordinator before your application can be considered for placement:

COMPLETED APPLICATION: Applications must be submitted 7 – 8 months in advance of their chosen elective's start date and must contain all requested information and documentation from both the student and the appropriate Dean of the student's school. This includes the Dean's signature and the school seal. Be sure your e-mail address is clearly written and legible. Core clerkship must be entered in the space provided on the application, or the application will be considered incomplete and will not be processed.

NON-REFUNDABLE APPLICATION FEE: This \$300.00 (US) fee must be paid in the form of Traveler's Check, International Money Order or Bank Draft drawn under a bank in the United States of America. No other source of payment will be accepted. We are not set up for a wire transfer. This application fee must accompany your application or your application will not be processed. This fee does not guarantee you an elective.

MOUNT SINAI MEDICAL STATUS FORM: The Medical Status Form must be completed by a medical provider or student health service. A copy of all applicable lab reports must accompany your application. If your Tuberculosis skin test (PPD) is positive, you must submit a chest x-ray within one year from the time the PPD test was taken, to the end of your expected elective period.

SCHOOL TRANSCRIPT: Official School Transcript, in English, listing all courses you have completed in your medical school. Must be on the school's letter head with the school's seal and signature of a school official.

GOOD STANDING LETTER: Letter of Good Standing from the Dean's Office of your medical school.

SCORES OF EXAMINATION: A required passing score on USMLE-Step 1 as administered by the NBME. If the applicant has not taken this examination, a letter must be submitted from the Dean of the applicant's medical school stating that the student has passed basic science examinations similar to the USMLE-Step 1, thereby requesting that this requirement be waived.

CURRICULUM VITAE (CV)

APPLICATIONS: Please note, we do not acknowledge receipts of applications.

ACCEPTANCE/DENIAL: An acceptance or rejection letter will be sent to the student via e-mail about 8 – 10 weeks before the requested start date at Mount Sinai. Note: The original dates requested may change if the department has a specific elective block or if the date originally requested is not available. If the student is accepted, he/she must confirm acceptance via email.

MANDATORY STUDENT HEALTH FEE OF \$40.00 (US): This fee is payable on the first day of your elective (no cash or credit cards, please). Allows access to our Student Health facilities for minor illnesses. **DOES NOT REPLACE COMPREHENSIVE HEALTH INSURANCE.**

TUITION: Students enrolled in the Foreign Medical Schools program will be charged tuition of \$500.00 (US) per month on a pro-rate basis (maximum of 3 months), which must be payable in full on the first day of the elective.

REGISTRATION: On the first day of the elective, the student must report to the Office of the Registrar, located at 100th Street and Madison Avenue, Annenberg Building, 13th Floor, Room 13-30 in order to formally register. The student must present the following:

Acceptance Letter from the Office of the Registrar and Letter of Eligibility from New York State, Department of Education

CANCELLATION: Final confirmation of acceptance into an elective is binding unless unforeseen circumstances make participation impossible for the candidate. In this case, the candidate must notify the Foreign/Visiting Student Coordinator immediately.

DRESS CODE: Casual wear, comfortable shoes are recommended.

LCME REQUIREMENT: Please familiarize yourself with the MSSM policy addressing student exposure to infectious and environmental hazards by visiting our Web site, <http://www.mssm.edu/studnets/infection>.