



MOUNT SINAI
SCHOOL OF
MEDICINE

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Clerkship Change

Name _____ Date _____

Life # _____ Phone _____ Class of _____

Change of (Please check)	Clerkship Information	Approval
<input type="checkbox"/> Dates (include Period-pod or Block) <input type="checkbox"/> Location <input type="checkbox"/> Defer (see below) <input type="checkbox"/> New	_____ Clerkship Name _____ Originally scheduled – (include site assignment and dates) _____ New schedule (include site assignment if available)	_____ Clerkship Director Name (print) _____ Clerkship Director Signature _____ Associate Dean Signature (if deferment requested)
<input type="checkbox"/> Dates (include Period-pod or Block) <input type="checkbox"/> Location <input type="checkbox"/> Defer (see below) <input type="checkbox"/> New	_____ Clerkship Name _____ Originally scheduled (include site assignment and dates) _____ New schedule (include site assignment if available)	_____ Clerkship Director Name (print) _____ Clerkship Director Signature _____ Associate Dean Signature (if deferment requested)

Policy on Changes to Clerkship:

Drop/adds are allowed up to **60 days** before a clerkship for personal reasons, if there is room in the clerkship. If not, only 1 to 1 switches can take place up to **30 days** before the clerkship. Availability is determined by the clerkship director and there will be a dynamic schedule on the clerkship website indicating what is available. These drop/adds are on a first-come first-serve basis with the completed paperwork returned to the Registrar's office.

Deferrals -- You must acknowledge:

1. That you will have decreased flexibility in Year 4 with the schedule. Coordinated reentry into the dropped clerkship will occur as mandated by the clerkship directors and as space is available after the next year's third year lottery. The following year's class will have priority. The rising 3rd years will go via the lottery; and subsequently, the 4th year lottery will take place. You will be required to take your deferred 3rd Year Clerkship before January when available and after all rising third years have been accommodated.

2. Should you take the boards before the deferred Third Year Clerkship, then you must acknowledge that the subjects covered in the clerkship are on the boards and you must study on your own.

IF you acknowledge the above and IF there is room, the Clerkship Director will sign off, and Laurie Brown will approve.

In general most students have found the time to complete the clerkship in the fourth year but the flexibility issue might mean that you cannot do another elective or your Sub-I when you might want.

Student Signature: _____

Date: _____