

1. Do you offer observerships or internships?

No. This particular program is for students who are in their final clinical year of medical school and want to complete an elective. The elective rotation is a total of 4 weeks.

2. Is the application fee refunded if my application is not accepted?

No. The \$100 application fee is cashed soon after it is received and it is non-refundable.

3. What other fees will I encounter if I am accepted?

If accepted, you will be notified by the Office of Student Affairs via the email you provide on your application. You will have 7 business days to accept or decline the elective offer. There is a \$2000 administrative fee for the elective (there is a separate fee structure for students from affiliated schools), which is due within 20 days of accepting the elective. Other costs to consider include the required purchase of an identification badge upon arrival on campus, a short white lab coat and a stethoscope for your rotation, room/apartment rental fees, food, and transportation.

4. Are applications evaluated on a “first come, first serve” basis?

At this time, applications are evaluated based on the criteria detailed in the International Visiting Student Electives Application Guidelines and Checklist available on our [website](#). They will be reviewed by the committee as a group, and the date we receive the application will not be a factor unless the application is mailed after the due date on the website.

5. The deadline has passed! Can I still send my application?

Applications mailed after the deadline specified on the website will not be considered. We may receive your application after the deadline, but *all* application materials must be *post marked and mailed* on or before the deadline.

6. I am missing part of my application, but I want it to get some of it to your office in time! Can I mail you what I have now and send the rest later?

No. You must submit a *complete* application packet, including the \$100 application fee, to be eligible for an elective.

7. Is the specific elective I want available on a particular rotation?

We cannot comment on the availability of electives or rotations. Similarly, we cannot guarantee the availability of the electives you choose. Placements are made in hopes of accommodating all requests, but that is not always possible. If selected, you will receive an email from the Office of Student Affairs and will have 7 business days to decide if you would like to accept the elective placement offered.

8. I cannot attend during the assigned rotation dates. Can I leave early or arrive late to my rotation?

Exceptions are not generally made for the rotation schedules, as they must follow a strict timeline within the University as a whole. Individual timing issues may be discussed with your site coordinator if accepted. Per the guidelines and checklist: *...It is expected that the student will honor that commitment for the entire duration of the elective. On rare occasion, a student may need to request a change to their schedule. This request must be received by OSA at least 8 weeks prior to the start date of the elective with a valid reason for the request noted. Failure to do so may result in the student's Dean being notified.*

9. Can I send an electronic transfer, credit card payment, or cash for the application fees?

No. At this time, we can only accept a cashier's check or money order in USD mailed with your application. Once electronic payment options are available, we will update the website. Please do NOT send cash!

10. What if I have no access to a US bank?

We can accept a personal check from you, a family member, friend, or colleague, but it must be in USD. You can also draw a check on a US Bank. Most international banks have an account with a U.S. bank. If the international bank has an account with a U.S. bank, the international bank can generate a check with both the international bank's name and the U.S. bank's name on the check.

11. Can I still apply if I am missing _____ vaccine? What if I cannot obtain an influenza vaccine at the time of application?

Please review the immunizations section of the International Visiting Student Electives Application Guidelines and Checklist available on our [website](#). You must fill out the immunization forms to the best of your ability. If you are accepted and anything is missing, UMass Employee Health would alert us and we would contact you. We can take the serology for the Hep B and the MMR, as well as varicella. For the TDAP, we need the date of vaccination – or a declination – not serology.

Influenza vaccines are generally not available until October. If you are applying for April rotations, you are not required to submit proof of the vaccine. You would be required to obtain the vaccine prior to starting your rotation if accepted.

12. Is the malpractice form and \$50 malpractice fee required for the application? How do I know my “Started Date” or “Anticipated Completion Date”?

No, you will only submit this if you are accepted. If you do not have your own malpractice insurance, you must complete the [Non-UMMS Student Liability Insurance](#) form from our [website](#) and include the form with your application. The \$50 check should be made payable to “UMass Memorial Health Care, Inc.”

13. I am completing my Blood-Borne Pathogen form. What is an “AMCAS#”?

If you are an international applicant, you will not have an AMCAS#. You may leave that blank and just sign and date the [form](#).

14. Can you waive the TOEFL requirement? What if I did not meet the minimum required score on the TOEFL?

Please review the TOEFL section of the International Visiting Student Electives Application Guidelines and Checklist available on our [website](#). Proof of proficiency in English is very important to your rotation and it is *required*. The TOEFL requirement may be waived only if you can provide proof that you are a US or Canadian citizen, your home country’s official language is English, or that your current home school’s primary language of instruction is English. To receive this waiver, you must either submit a copy of your passport to verify citizenship, or provide a signed and stamped letter from your home school verifying the primary language of instruction.

We cannot make exception for TOEFL scores that do not meet the minimum of 95 for a total and 26 for speaking.

15. Am I required to submit proof of personal health insurance when I apply?

No. We will ask for proof of personal health insurance or require that you purchase it if accepted. We would discuss options with you at that time. Please review the health insurance section of the International Visiting Student Electives Application Guidelines and Checklist available on our [website](#).

16. Does UMass provide housing or transportation for accepted students?

No. UMass does not offer housing or transportation.

17. I sent in my application and I see that it was signed for/received at UMass. Can you confirm that you have it in your office? When will I hear back from you on the status of my application?

Due to the high volume of applications and email concerning the International Students Program, we are unable to confirm receipt of application materials. Please know that your

International Visiting Students Frequently Asked Questions

application will be reviewed and the Office of Student Affairs will contact applicants as soon as possible.

18. Who can I call to speak to about another question? How can I contact specific site coordinators to discuss electives?

Due to the high volume of inquiries during application periods, we ask that you please not call the office. Please address all questions to visiting.students@umassmed.edu. Please allow 3 to 5 business days for a reply.

Please do not contact individual site coordinators. We require all applicants to follow the same application process detailed in the International Visiting Student Electives Application Guidelines and Checklist available on our [website](#). We are happy to answer any additional questions via visiting.students@umassmed.edu.