

SUNY Downstate  
College of Medicine

**Policy on Authoring of Medical Student Performance Evaluation**

The Medical Student Performance Evaluation (MSPE) is a written report of the student's performance in medical school and is a required component of the residency application process. SUNY Downstate College of Medicine prepares MSPEs for all students in their final year of medical school regardless of the student's residency application plans. MSPEs are prepared in accordance with the AAMC's guidelines and are released nationwide on a date determined by AAMC and the Electronic Residency Application Service.

Each medical student's Medical Student Performance Evaluation (MSPE) will be written by their Clinical Advisory Dean during the summer beginning the final academic year of medical school.

The Clinical Advisory Dean has no role in summative assessments during medical school and does not provide formal personal counseling.

If a medical student does not want their assigned Clinical Advisory Dean to write their MSPE, the student must notify the Associate Dean for Student and Curricular Affairs of their request for a different MSPE author by May 1 of the year in which the MSPE is to be written. To provide the student with someone who is experienced in writing a MSPE, the Associate Dean for Student Affairs will assign a different Clinical Advisory Dean to author the student's letter. The student will be notified of the assignment and work with that Clinical Advisory Dean in the letter creation and review.

*Recommended by the Dean's Advisory Council, November 24, 2020*

*Approved by F. Charles Brunnicardi, Dean, November 25, 2020*