

VSLO (VSAS) and the Away Elective Process

Class of 2021



C.A.R.E.
Career and Residency Exploration Program

Today's Meeting Agenda

- Quick Review of Distribution of Requirements
- Extramural (Away) Electives Process – VSLO Brief Overview
- Questions???

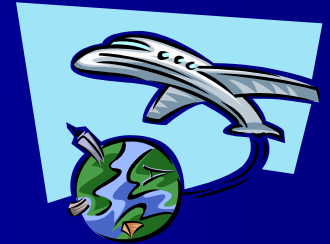
Distribution Requirements

- 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.*

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

➤ Away Elective Instructions for Obtaining Credit

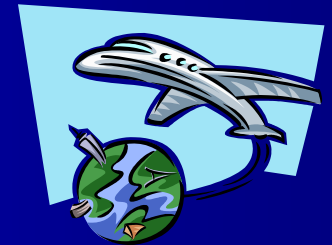
https://sls.downstate.edu/registrar/class_mtg/index.html

➤ AAMC Website Information <https://students-residents.aamc.org/attending-medical-school/article/visiting-student-learning-opportunities/>

➤ AAMC Compendium – Listing of ALL LCME Accredited Schools

<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

Extramural & Other Special Electives Application

- 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 & acceptance letter 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 do our best 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 (VSAS) OVERVIEW

- Mid-January - Receive email from AAMC with instructions for access for academic year 2020-2021
- Basic VSLO instructions can be found at <https://students-residents.aamc.org/attending-medical-school/article/how-use-vslo-application-service/>
- 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).

Applying for Away Electives

- Use the 4:3:2 Rule
 - Apply to 4 institutions
 - Select 3 date blocks
 - Plan on getting 2 electives
- The School can only certify you once you have submitted your application and applied for electives. You **MUST** hit submit.

Applying for Away Electives

- **You must** request your Medical School transcript 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.

Applying for Away Electives

IMPORTANT: MAKE SURE TO READ
THE INDIVIDUAL INSTITUTION
REQUIREMENTS CAREFULLY AS THEY
VARY FROM INSTITUTION TO
INSTITUTION.



Visiting Student Learning Opportunities™

VSLO® Global Network

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How Do I Use the VSLO Application Service?

- ① Receive Invitation to VSLO Application Service
- ② Complete Application Profile
- ③ Search for Electives
- ④ Review Host Requirements
- ⑤ Upload Documents and Apply to Electives
- ⑥ Track Applications

Step 1: Receive Invitation to VSLO Application Service

You will receive an email from your Home Administrator with an access code

Once you claim the access code, you will be able to log in to the VSLO application service.



Dear App Two,

Welcome to VSAS! You have been invited to use this service by your institution and, in order to access it, you will need an AAMC account. Please follow the steps below when logging in for the first time:

- **Redeem your VSAS access code**

This is a one-time access code and expires on 10/16/2019.

- **If you have an AAMC Account:**

Sign in using your AAMC username and password, you do not need to create a separate account.

Use the 'Forgot your Username' or 'Forgot your Password' links if you're unsure of your account. Please keep in mind that if you reset your password after clicking on the access code link, you must complete the process of setting a new password, return to the access code link again, and then proceed to sign in.

- **If you do not have an AAMC Account:**

Follow the instructions to create an AAMC account by selecting 'Create AAMC Account'.

After your first login, you may [access VSAS directly](#).

Please contact VSAS Support at vsas@aamc.org or 202-478-9878 if you have any questions about this process.

Thank you,
VSAS Support

vsas@aamc.org | (202) 478-9878
Monday - Friday, 8am - 6pm Eastern Time
[Log in to VSAS](#)
[Access VSAS Training Resources](#)



Frequently Asked Questions

Application Fee

- \$40 for up to three applications submitted (to any institution in the U.S. or Global Networks)
- \$15 for each additional application
- Application fees are per elective regardless of requested dates for that elective

How Do I Know What I'm Responsible For?

Application Requirements:

Requirement Name	Responsibility	Notes
N95 Fit Test and Training Certification (using Brown's form)	Applicant	
USMLE Step 1 or COMLEX Level 1 Score Report	Applicant	
Brown's Immunization Form	Applicant	
Complete Background Check	Applicant	Required after offer acceptance
Proof of Personal Health Insurance Coverage	Applicant	
CV/Resume	Applicant	
Transcript	Home School	
Photograph	Applicant	

Description:

Please see the webpage link for more information.

Housing

- Dependent on the host institution – some institutions provide homestays

Planning Your Elective

Housing and Accommodation

The AAMC does not endorse any of the housing platforms below, but provides resources for students who may use them.

- [Rotating Room](#) 

RotatingRoom.com is a student-run website that helps medical students find and post sublets while doing away rotations at hospitals around the country. It provides google-mapped results, public transportation directions, panoramic street views, and more.

- [Livesity](#) 

Livesity's mission is to create a marketplace for students to simplify short term housing. It works to fill the gap in resources focused on short term housing and helps connect students seeking comfortable housing with those students who want to offload their places on a short term basis.

- [Housing Anywhere](#) 

Housing Anywhere is a housing platform where people can rent out rooms to international students. It originally started as a platform where outgoing exchange students could rent out their rooms when they went abroad. Incoming exchange students can rent these rooms.

Student Resources

 Association of American Medical Colleges

Choosing a Medical Career | Applying to Medical School | **Attending Medical School** | Applying to Residency | Training in a Residency or Fellowship

Getting ready to apply for away opportunities through the VSLO program for the first time? Use this training video to get comfortable with the VSLO Application Service (sometimes referred to as VSAS). You will find a video for each key function which enables you to learn what you need to know at your own pace. Topics covered include completing your profile, finding electives, submitting requirements, submitting your application, and tracking your application.

You can also review the [VSLO Student Essentials](#), a guide designed to help you get started using VSLO.

STUDENT VSAS Training Main Menu

 AAMC
Visiting Student Learning Opportunities

- Search Institutions
- Documents Mgt
- Personal Information
- Academic Information
- Search Electives Try It
- Requirements
- Preferences
- Application Summary
- Pay/Submit Application
- Tracking Applications

Association of American Medical Colleges

Click here
for VSLO
Student
Essentials
document.

Student Resources By Destination

Students in the U.S. Pursuing Electives in the U.S.

For students enrolled in a U.S. medical school and interested in away rotations.

Students in the U.S. Pursuing Electives Abroad

If you are enrolled in a U.S. medical school and interested in clinical, research, or public health opportunities abroad.

Students Outside the U.S. Pursuing Electives

Students enrolled in medical schools outside the U.S. that are interested in going abroad.

[Learn More](#)



Contact Us

- **Email:** visitingstudents@aamc.org
- **Website:** aamc.org/vslo
- **Phone:** (202) 478-9878
- **Client Technical Support Team hours:**
Monday - Friday 8:00am-6:00pm ET

Away Electives Process Summary

1. Apply for the Elective(s)
2. Complete Application/Select Elective(s)
3. Receive Acceptance(s)
4. Submit signed **Extramural Proposal Form** with copy of the acceptance letter to the Office of the Registrar at least one month prior to start date

What's Coming Up?

TIMELINE

- Feb 18 Spring 2020 Registration Opens for all
- Feb 25 Time Tickets Released for
Fall 2020/Spring 2021
- Mar 2-13 **On-Line Registration Opens for Fall 2020
and Spring 2021 According to Time Tickets**

What's Coming Up?

TIMELINE

➤ March 13

Clinical Schedule Planner DUE

➤ Signed by your Clinical Advisory Dean

➤ May 4

Schedule changes for Fall
2020 and Spring 2021 begin

Need Help?

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