

Away Elective Application Cover Sheet

OME Office Use Only Date received _____ Who received it (initial) _____ Application was dropped off _____ Date sent _____ Date faxed _____ No. Faxed to _____ Emailed student on _____ Called student on _____ Re-faxed to site on _____ Re-sent to site on _____
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Checklist for handing in an elective application:

Print your name _____ Today's Date _____

Site _____ Elective Start Date _____

Attached are the supporting materials required by the above elective site:

- Transcript
- Site application
- Photocopy of my current, active personal health insurance card or other proof of personal health insurance coverage
- Immunization forms including an updated PPD and annual assessment report signed by my physician
- A typed mailing address where this application must be sent
- Instructions to the OME to add a letter of good standing or another kind of supporting letter.
- Any required letters of recommendation, CV or personal statement requested in the application.
- Application fee if it has to be sent with the application.
- Other _____
- Elective Approval Form

Student initials (required) _____

To the OME:

Please attach to my application:

- A letter of good standing
- A Dean's letter of support
- Other _____

Attach a typed copy of the mailing address where you want this application sent. Submit the complete application materials to Bonnie Chalson in the OME office, HSC, Level 4, Room 158.