

Guide on how to apply for away rotations through Visiting Student Learning Opportunities (VSLO)

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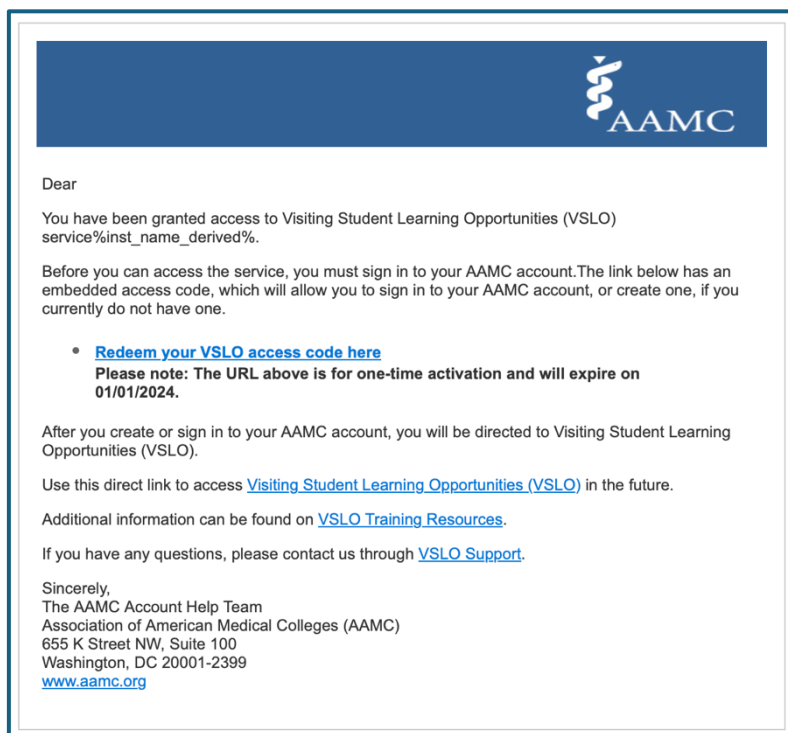
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Navigating the VSLO platform

Creating a VSLO account

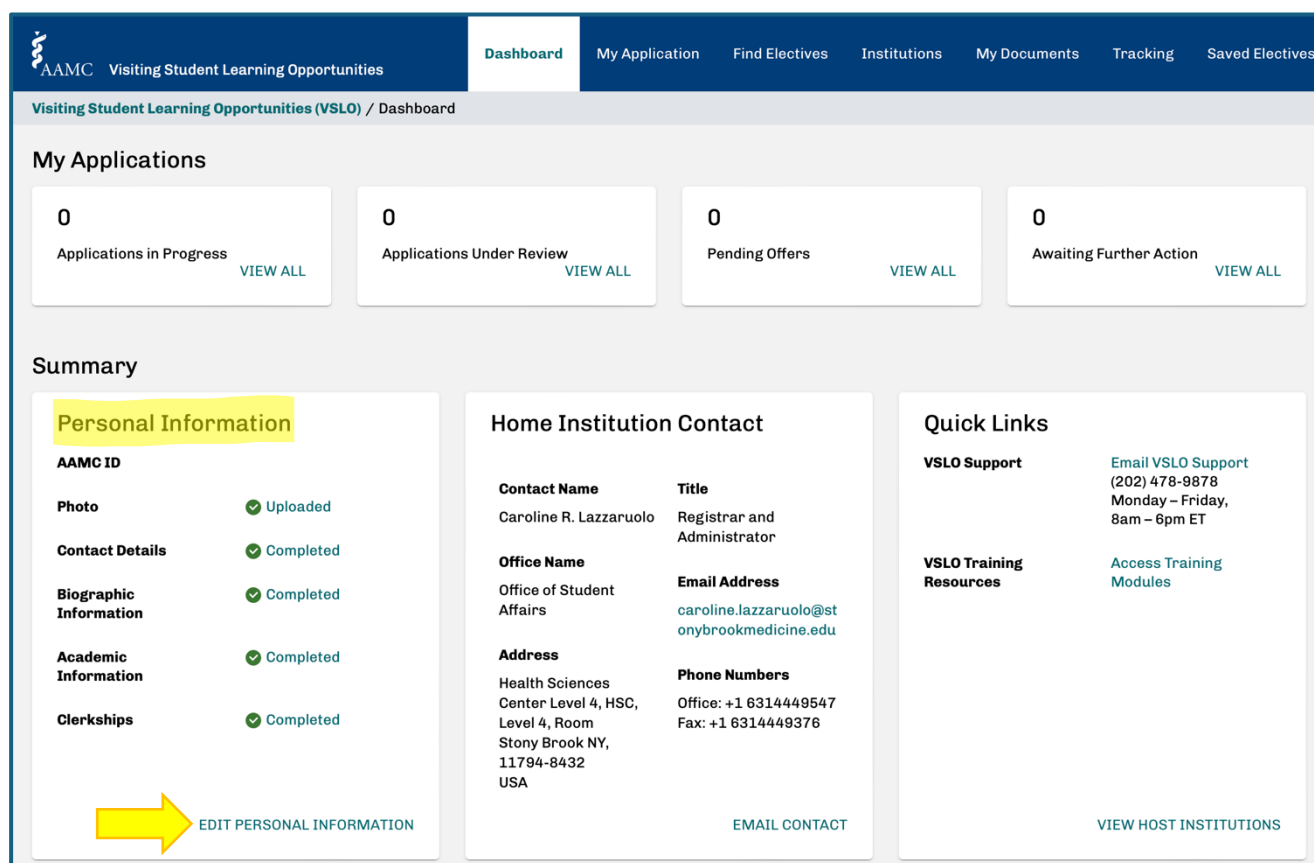
Around December, you will receive an email from aamc_registration@aamc.org granting you access to the VSLO platform using your AAMC account.

If the invitation code has expired or you didn't receive it, contact Caroline Lazzaruolo at caroline.lazzaruolo@stonybrookmedicine.edu to request a new invitation.



Completing your profile on VSLO

Before applying for specific electives, you must set up your VSLO profile. Visit the [official site](#).



Click "EDIT PERSONAL INFORMATION" next to the yellow arrow to access the personal information and education sections.

Steps to complete your profile

- Access the **“Personal Information”** Section:
 - o Update your contact information.
 - o All communication between you and the elective will be sent to the email address you provided on VSLO, so ensure that your contact information is up to date.
 - o (Optional) Add a short bio and a photo to personalize your profile.
- Access the **“Academic Information”** Section:
 - o Specify your home institution.
 - o List all core rotations you’ve completed, including their completion dates.
 - o If you haven’t completed all your core rotations, include the anticipated completion dates.
 - o Note: Some electives may require completion of all core rotations before you can apply.

Visiting Student Learning Opportunities (VSLO) / Application / Academic Information

Academic Information

BACK

SAVE & CONTINUE

☒ Personal Information

☒ Academic Information

☒ Add Electives

☐ Requirements

☐ Preferences

☐ Application Summary

☐ Pay and Submit

Academic Information

Home Institution

Renaissance School of Medicine at Stony Brook University

*Year of Enrollment

*Title of Degree Granted Upon Graduation

Doctor of Medicine

Name of Last Diploma/Degree Received

Core Clerkships/Required Rotations

Your Core Clerkships/Required Rotations have already been verified for your application(s). If you have edits to this information, please contact your Home Institution.

Clerkship Name	Date Completed
Anesthesiology	
Emergency Medicine	
Family Medicine	
Internal Medicine	
Neurology	
Ob/Gyn	
Pediatrics	
Psychiatry	
Radiology	
Surgery	

Finding and saving electives

Depending on the time of year, not all upcoming electives will be visible on VSLO, as they may be added later. Additionally, some programs do not participate in VSLO, so it is important to check the residency program's website to determine if they use the VSLO platform or have an alternative application process.

The [VSLO Specialty Away Rotation Guidance](#) lists away rotation guidelines (if available) by specialty.

The screenshot shows the 'Find Electives' page on the VSLO platform. The top navigation bar includes 'Dashboard', 'My Appointments', 'Find Electives' (highlighted with a yellow arrow), 'Institutions', 'My Documents', 'Tracking', and 'Saved Electives'. The left sidebar contains a 'Find Electives' section with a 'Filters' panel (also highlighted with a yellow arrow). The filters include dropdown menus for Institution, Specialty, Country, City, Language of Instruction, Duration of Elective, Elective Type, and Instruction Type. There are also input fields for Estimated Monthly Costs (Min/Max) and Date Range (From/Until), along with checkboxes for 'No Processing Fee' and 'No Tuition'. The main content area displays a list of electives. The first listing is 'MEOPH 800 - Temple-Comprehensive Ophthalmology - BSWH, Ophthalmology' for 4 weeks at Baylor College of Medicine, Temple, TX USA. It includes details on institution type (Medical School), instruction type (In Person), and offering dates (First: 7/7/2025, Last: 10/27/2025). The second listing is 'MEOPH 516A - Diseases of the Eye: Cataract and Refractive Errors, Ophthalmology' for 4 weeks at Baylor College of Medicine, Houston, TX USA, with a first offering date of 9/29/2025. Both listings have 'LEARN MORE' and 'SAVE' buttons. A yellow arrow points to the 'LEARN MORE' button for the second listing.

Steps to find and save electives

- Click on the “**Find Electives**” option in the toolbar to begin your search.
- In the left-hand panel, you can filter electives by various criteria, such as specialty, elective type, dates etc.
 - o Example: If you’re interested in a two-week elective or virtual opportunity, you can refine your search using the appropriate filters.
- Select “**LEARN MORE**” to view the application requirements for your desired elective

- AAMC Visiting Student Learning Opportunities
Dashboard My Application Find Electives Institutions My Documents Tracking Saved Electives

Visiting Student Learning Opportunities (VSL) / Elective Details
 BACK TO SEARCH RESULTS

MEOPH 516A - Diseases of the Eye: Cataract and Refractive Errors

Institution: Baylor College of Medicine

Institution Type: Medical School

Campus: Baylor College of Medicine (Main Campus)

Elective Location: BTH, BSL, TCH

Goals and Objectives: Please refer to our website.

Prerequisites: Ophthalmology Selective or MEOPH 200 or MEOPH 201 or MEOPH 512 or MEOPH 515

SAVE

Application Requirements

Requirement Name	Responsibility	Notes
Step 1 Score	Applicant	
Photograph	Applicant	
AAMC Standardized Immunization Form	Applicant	
Transcript	Home School	
CV/Resume	Applicant	
Baylor- Malpractice Acknowledgement	Applicant	
Timeliness of Response	Applicant	
Health Record Attestation	Applicant	

Description:
Please refer to our website.

For more information about this elective visit <https://education.bcm.edu...>

Elective Information

Department: Ophthalmology

Specialty: Ophthalmology

Elective Type: Clinical

Instruction Type: In Person

Typical Available Slots: 1

Available to: MD Clinical, DO Clinical

Duration: 4 Weeks

Language of Instruction: English

Dates Offered

In order to apply for this elective, please choose a set of dates below

Select A Date Range

Available Dates ▼

09/29/2025 - 10/24/2025

APPLY NOW

Application Deadline: 45 day(s) before start of elective

Submitting your VSLO application

Apply Directly from the Elective Listing: If you want to apply immediately instead of saving the elective, select your desired date and click **“APPLY NOW.”**

- This will redirect you to the **“My Application”** tab, where you can start filling out your application and upload any required documents (if applicable).

Apply from Your Saved Electives: If you previously saved an elective and are ready to apply, follow these steps:

- Go to your list of saved electives by clicking **“Saved Electives”** tab on the toolbar.
- Select the elective you want to apply for.
- Click **“ADD DATE(S)”** and select your preferred date and click **“ADD DATE”**.

AAMC Visiting Student Learning Opportunities


Dashboard My Application Find Electives Institutions My Documents Tracking **Saved Electives**

Visiting Student Learning Opportunities (VSLO) / My Saved Electives

My Saved Electives

Filter List...

Sort by: Name



Diseases of the Eye: Cataract and Refractive Errors, Ophthalmology 4 Weeks

Baylor College of Medicine, Houston, TX USA,

Institution Type: Medical School

First Offering: 9/29/2025

Please refer to our website.

LEARN MORE UNSAVE **ADD DATE(S)**

AAMC Visiting Student Learning Opportunities


Dashboard My Application Find Electives Institutions My Documents Tracking **Saved Electives**

Visiting Student Learning Opportunities (VSLO) / My Saved Electives

My Saved Electives

Filter List...

Sort by: Name



Diseases of the Eye: Cataract and Refractive Errors, Ophthalmology 4 Weeks

Baylor College of Medicine, Houston, TX USA,

Institution Type: Medical School

First Offering: 9/29/2025

Please refer to our website.

LEARN MORE UNSAVE **ADD DATE(S)**

Diseases of the Eye: Cataract and Refractive Errors

Dates I'm Applying to No Dates Selected.

Add More Dates

In order to apply for this elective, please choose a set of dates below

Select A Date Range

09/29/2025 - 10/24/2025

ADD DATE

Application Deadline: 45 day(s) before start of elective

CLOSE

Completing your VSLO application

Selecting a Date:

- After choosing your elective date, you will be redirected to the **“My Application”** tab. Here, you must upload the required elective documents before proceeding to pay and submit your application.

Adding More Elective Dates:

- Under the **“Add Electives”** section, you can add more elective dates by clicking **“EDIT”** (see yellow arrow in the image below). This will open a popup window.

The screenshot shows the 'Add Electives' page in the AAMC Visiting Student Learning Opportunities (VSLO) application. The page has a dark blue header with the AAMC logo and navigation tabs: Dashboard, My Application (selected), Find Electives, Institutions, My Documents, Tracking, and Saved Electives. Below the header, the breadcrumb trail reads 'Visiting Student Learning Opportunities (VSLO) / Application / Add Electives'. The main content area is titled 'Add Electives' and features a sidebar on the left with a list of steps: Personal Information, Academic Information, Add Electives (selected), Requirements, Preferences, Application Summary, and Pay and Submit. The main area displays a table for 'Baylor College of Medicine' with columns for Elective Name, Elective Offerings I'm Applying To, and Actions. A row shows the elective 'Diseases of the Eye: Cataract and Refractive Errors' with the dates '09/29/2025 - 10/24/2025'. A yellow arrow points to the 'EDIT' button in the Actions column. At the top right and bottom right of the main area are buttons for 'BACK' and 'SAVE & CONTINUE'. There are also buttons for 'ADD ELECTIVES FROM SAVED LIST' and 'ADD ELECTIVES FROM SEARCH'.

- In the popup, add each of your preferred dates individually (see yellow arrow in the image below), then close the window once you're finished.

The screenshot shows a popup window titled 'Dates I'm Applying to'. It has a table with columns for 'Elective Offering' and 'Actions'. The first row shows the date range '05/27/2025 - 06/20/2025' with a trash icon in the Actions column. Below the table, there is a section titled 'Add More Dates' with the text 'In order to apply for this elective, please choose a set of dates below'. Under this text is a label 'Select A Date Range' and a dropdown menu labeled 'Available Dates'. A yellow arrow points to the dropdown menu. Below the dropdown, there are two date range options: '03/31/2025 - 04/25/2025' and '04/28/2025 - 05/23/2025'. A red text label 'before start of elective' is positioned between these two options. To the right of the date ranges is a button labeled 'ADD DATE'. At the bottom right of the popup is a button labeled 'CLOSE'.

Continuing Your Application: Click **“SAVE & CONTINUE”** to proceed with your application. You will be prompted to upload all required documents to complete this step.

Understanding Application Requirements

When submitting your VSLO application, some requirements must be completed by you (e.g., immunizations, score reports, mask fit), while others are handled by your home institution (e.g., transcript, letter of good standing).

1. Applicant Responsibilities:

- Items that need to be completed by you will be marked in **red** and must be completed prior to submitting your application.

2. Home Institution Responsibilities:

- Once your application is submitted and payment is processed, it will be sent to your home institution for further action.
- **Jeanine Fazzini** (Jeanine.Fazzini@stonybrookmedicine.edu) is responsible for completing the home institution requirements and it typically takes 1-3 business days to process applications.

Guide to Submitting Application Requirements in VSLO

1. Uploading Documents

- You have two options for uploading the required documents:
 - **Option 1:** Upload documents directly for each elective application.
 - **Option 2:** Upload documents to the “Documents” section in VSLO and select them when completing your application.

2. Using the “Documents” Section

- This section is ideal for universal materials that are required for multiple applications, such as:
 - Step 1 Score Report
 - CV/Resume
- By uploading these documents to the “Documents” section, you can easily reuse them across different applications.

3. Customizing Program-Specific Documents

- Some programs may require specific documents like a letter of intent or personal statement, which should be tailored to the program.
- These documents can also be uploaded to the “Documents” section.
 - **Tip:** Name the file appropriately (e.g., “Letter_of_Intent_ProgramName”) to quickly identify and select it when applying.

4. Selecting Documents for Applications

- For each requirement, select the pencil under “Actions” to fulfill the requirement.
- When filling out your application for an elective, you can choose documents from the “Documents” section or upload new ones directly.
- Ensure all documents meet the program’s specific requirements before submitting your application.

AAMC Visiting Student Learning Opportunities

Dashboard **My Application** Find Electives Institutions My Documents Tracking Saved Electives

Academic Information Add Electives **Requirements** Preferences Application Summary Pay and Submit

Institution Requirements ▲ Incomplete

These requirements only need to be completed once. If you apply to additional electives at this institution you will not need to complete these requirements again.

Requirement Name	Attachments	Status	Actions
AAMC Standardized Immunization Form		▲ Incomplete	
CV/Resume		▲ Incomplete	
Photograph		▲ Incomplete	
Step 1 Score		▲ Incomplete	
Transcript		To be completed by your Home Institution ⓘ	

- Once you click the pencil, the following window pops up:

AAMC Standardized Immunization Form ✕

Description
Please download the AAMC Standardized Immunization Form and have it completed and signed by your health care provider or institutional representative.

Form Template: [AAMC Standardized Immunization Form](#)

☒ Select a file from My Documents

Click here to select or type a search term

☐ Select a file from your computer

CANCEL SUBMIT

- To select a previously uploaded file from "My Documents," click "Click here to select or type a search term," which will open a list of your uploaded files for selection. See below for an example.

AAMC Standardized Immunization Form ✕

Description
Please download the AAMC Standardized Immunization Form and have it completed and signed by your health care provider or institutional representative.

Form Template: [AAMC Standardized Immunization Form](#)

☒ Select a file from My Documents

Click here to select or type a search term

ACLS_ - 02/02/2024 10:17 AM ET

- Clicking "Click here to select or type a search term" will display a dropdown menu listing the available documents.
- In this example, the dropdown menu includes the option to select a file titled "ACLS_" uploaded on 02/02/2024.

5. After uploading all the required documents click **“SAVE & CONTINUE”**.

Transcript To be completed by your Home Institution ?

^ **Elective Requirements for Diseases of the Eye: Cataract and Refractive Errors** ✔ Applicant Requirements Complete

These requirements only need to be completed once per elective. If you apply to additional dates for this elective, you will not have to complete these requirements again.

Requirement Name	Attachments	Status	Actions
Baylor- Malpractice Acknowledgement		✔ Complete	
Health Record Attestation		✔ Complete	
Timeliness of Response		✔ Complete	

BACK **SAVE & CONTINUE**

6. Under the **“Preferences”** section, you can select **“1”** experience if you prefer to complete only one elective (e.g., a single four-week rotation).

Baylor College of Medicine

*How many elective experiences would you like to be assigned at this host institution?

Select a number

⚠ This field is required.

Rank	Elective Name	Dates	Status	Submission Date	Reorder
1	MEOPH 516A - Diseases of the Eye: Cataract and Refractive Errors	09/29/2025 - 10/24/2025	Ready to Submit		

7. If you are applying for multiple elective dates, you will be prompted to rank them in order of preference. This feature allows you to prioritize your ideal schedule while remaining flexible with other available options. See the example below:

Baylor College of Medicine

*How many elective experiences would you like to be assigned at this host institution?

1

Rank	Elective Name	Dates	Status	Submission Date	Reorder
1	MEOPH 516E - Glaucoma	04/28/2025 - 05/23/2025	Ready to Submit		↓
2	MEOPH 516E - Glaucoma	03/31/2025 - 04/25/2025	Ready to Submit		↑ ↓
3	MEOPH 516E - Glaucoma	05/27/2025 - 06/20/2025	Ready to Submit		↑



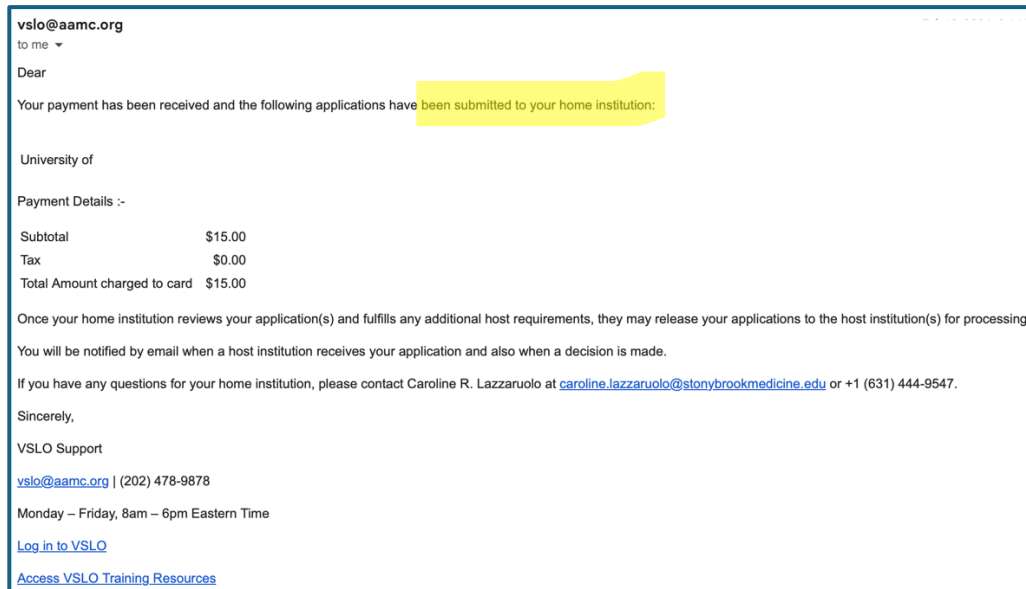
- Use the arrows under “**Reorder**” (refer to the yellow arrow above) to adjust the rank order of your selected dates.
- In this example, you are applying for a four-week elective and have ranked three available dates in order of preference.

- When you have completed this section, click “**SAVE & CONTINUE**”.
- Afterward, you will be directed to a summary page that displays your personal, biographical, and academic information, along with the details of your application for the specific elective. Review the information carefully, then click “**SAVE & CONTINUE**” to proceed with the payment and submission of your application.

After submitting your application

Home institution review

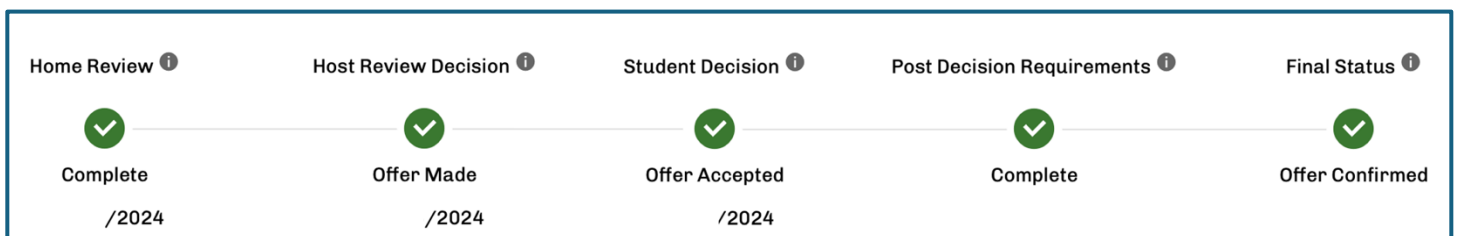
Once you have submitted your application you will receive an email from VSLO indicating that it is under review by your home institution.



Tracking VSLO application status

On VSLO you can track the progress of your application under the “Tracking” tab.

Once your home institution approves the elective and submits the required documents, you will receive an email notifying you that your application is now under review by the host institution. At this point, you will also receive a confirmation email from the host institution acknowledging that they have received your application.



Post Decision Requirements

Some electives may require additional documents after acceptance. These post-acceptance requirements (e.g. background check, HIPAA training) are often listed on VSLO.

Withdrawing Applications

If you need to withdrawal, you application because you have accepted an offer at another institution, you may do that under the “Tracking” tab.

Preparing for VSLO: Required Documents

Most common requirements

The AAMC provides a list of potential requirements for electives, which can be found here: [AAMC VSLO Resources](#).

Application Timing:

- **Many programs review applications on a first-come, first-served basis**, so prioritize marking the programs you're interested in and submitting those applications early.
- Most away rotation applications open in **March**, but some may begin as early as **January or February**.

Eligibility Requirements:

- Some programs may require you to have completed all core rotations or passed Step 1 before applying.
- If you don't meet these criteria, it's worth reaching out to the program coordinator to inquire if these requirements are flexible.

Document Submission:

- Documents labeled as "Jeanine" or "Home School" are typically handled by Jeanine or your home institution, based on the program's guidelines.
- Some documents will be emailed directly to you, while others may be uploaded by Jeanine on your behalf.

General Notes:

- This is not an exhaustive list of requirements. While **most institutions may not request ALL of these documents**, it's important to have the necessary information readily available.
- For specific requirements, see the individual program listings on VSLO.
- Depending on the institution's policies, some requirements may need to be managed by the applicant, while others are handled by the home institution.

List of potential requirements (see the individual institution's VSLO page for specifics):

- **Proof of mask fit testing**
 - Register for mask fit testing [here](#)
 - Log in using firstname.lastname@stonybrook.edu
- **Letter of Good Standing** (Submitted by Home institution- Jeanine)
- **Photograph**
- **CV/Resume**
- **BLS/ACLS certifications**
- **Step 1 Score Report**
- **[AAMC Standardized Immunization Form](#)**
 - It needs to be filled out by a physician
- **Transcript** (Submitted by Home institution- Jeanine)
- **Letter of Interest/ Personal Statement**
- **Health Insurance Portability and Accountability Act (HIPAA) Training**
- **Home Evaluation Form**
- **Recommendation Letter or Letter of Support** (Submitted by Home institution- Jeanine or applicant)
 - If unsure who to ask, consider asking an attending from one of your core rotations or one of the deans.
- **Background check/ Criminal History**
 - [Here](#) are possible options to fulfill the requirement
- **Proof of negative 10 Panel Drug Test**
 - Options include Quest or LabCorp, which take appointments
- **Proof of health insurance**
- **Proof of COVID Vaccination**
- **Proof of Malpractice Insurance** (Submitted by Home institution- Jeanine)

- **OSHA/Infection Control Certification**
- **FBI Fingerprint Criminal History Clearance**
 - o Common among programs in Philadelphia
 - o <https://uenroll.identogo.com>

Away rotation advice

- **Start Early:** Aim to complete and upload as many of the required documents for your desired electives to VSLO as early as possible, ideally before your dedicated period. This will give you ample time to troubleshoot any issues that may arise.
- **Number of Electives:** Depending on your specialty and the competitiveness of your chosen electives, you may need to apply to anywhere from 1-4 electives per time block. Plan strategically, considering the requirements and your overall competitiveness. Seek out individual specialty advice.
- **Cost:** VSLO fees are \$15 per application, while each program may charge a separate application fee ranging from \$50 to \$150.
- **Program Schedules:** Be aware that some programs follow Stony Brook's block schedule, while others may have different timelines. Many programs are not flexible with their dates, so carefully review each program's schedule before applying.
- **Max Rotation Limit:** Stony Brook allows a maximum of **three away rotations in one specialty**. Specific policy is listed below:
 - o **2.7.4 Away Electives**
 - 1. Students may not take more than 20 weeks of away electives.
 - 2. To ensure a well-rounded education, students are not permitted to take more than a total of three away electives in any one specialty. Also see 2.7.2 for Phase III electives policies.
- **Timing of Electives:** To maximize your chances of impressing and securing an interview, it's ideal to schedule your rotations before interview invitations are sent out. Depending on the specialty, you may also want to request a letter of recommendation from your away elective. However, some electives have policies that restrict students from requesting letters unless they do not have a home program in the chosen specialty. These policies may not always be clear before applying, so it's essential to consult upperclassmen or seek specialty-specific advice to determine which institutions allow you to request letters.
- **Location of Electives:** Choosing a school with Stony Brook alumni or connections can be beneficial for networking opportunities. Additionally, away rotations are valuable for expanding your geographic options, especially if you're looking to move beyond the NYC/Northeast region.
- **First-Come, First-Served:** Many programs review applications on a first-come, first-served basis. To increase your chances of securing your desired elective, prioritize applying to your top programs early.
- **Submitting Multiple Applications:** It's likely you will need to submit multiple applications for each time block you're aiming for. Be prepared for the possibility of receiving acceptances for overlapping dates.
- **Handling Overlapping Acceptances:** If you receive acceptances for electives in the same time block, the most common advice is to promptly withdraw any applications for the same time block once you've accepted an offer. While it's unclear how withdrawing after acceptance may affect your future chances for interviews, it's generally recommended to avoid having multiple offers for the same time frame.
- **Communicate Promptly:** Once you've made decisions about your rotations, communicate quickly with programs. This includes withdrawing from any other applications for the same time block and confirming your acceptance of the rotation you choose.
- **Housing:** Affordable housing options for away rotations include platforms like rotatingroom.com.