

Application for Year-off Programs for UMMSM MD Program Students

Students in the MD program who would like to apply for a program that will require a one year leave of absence between the 3rd and 4th years of school must first obtain permission from UMMSM administration. The approval for this activity is limited to participation in programs/ projects that would support overall training goals. The consideration of a student application includes the content and quality of the program/ project, its relevance to the medical curriculum, and the overall fit to the student's career goals and experiences.

Each application will be considered on an individual basis with consideration of the student's overall performance and standing. Prior to consideration of the application, the student will be required to:

- Meet with a Student Affairs dean (Dr. Alabiad or Dr. Campo) to further discuss the student's goals.
- Submit to the committee the materials listed below for review. A copy of the student's current curriculum vitae should be included the application materials.

For Research:

1. A project proposal including the following components:
 - a. Title of project
 - b. Summary of the research project
 - c. Proposed activities and structure of the year off
 - d. Proposed outcomes of the project (publications to specific journals, etc.)
2. Letter of support from the research mentor, including contact information.
3. Specific details about how this particular experience would enhance your training in the MD program and/or your career as a physician
4. Specific information about previous experiences that support your work in this area (this could include work with student organizations, experiences before medical school, etc.)
5. Identify compensation/funding sources, if any, during your year off.
 - a. Students who are on leave of absence conducting UNFUNDED research will be enrolled in a zero credit course (MDR 907: Research Experience) during this time to facilitate access to facilities, etc.

The expectation is that at the conclusion of the time away, the student's efforts will qualify for Academic Credit for Research (2-6 credits) and/or Graduation with Research Distinction. The criteria by which these are awarded are included with this document.

Other Degree Seeking and Non-Degree Seeking Programs:

1. If University of Miami dual degree program, no further action is needed
2. If outside University of Miami or for Non-Degree Seeking Programs, include specific details about how this particular experience would enhance your training in the MD program and/or your career as a physician. For Non-Degree Seeking Programs, include a copy of the curriculum and program objectives.

University of Miami Miller School of Medicine
 Research Awards/Requirements
 October, 2015

Award	Proposal	Student's Letter	Mentor's Letter (must include hours worked on project)	Abstract	Research Paper	Student's Original Paper if not First Author on Submitted paper	Proof of Presentation at Nationally Ranked Conference
Graduation with Research Distinction	Required	Required	Required	Required	Student Must be First Author Paper must be thesis driven	Not required	Required
Academic Credit for Research	Required	Required	Required	Required	Student Not Required to be First Author	This paper details the students efforts in the project. Should be thesis driven	Not Required

Note 1: If the presentation is a poster, a formal research paper is still required.

Note 2: The paper must be in a Research Paper style. A journal reprint is not acceptable

Note 3: There is no length requirement for the paper. However, it must be of sufficient length of address the thesis which drives it.

Note 4: The Mentor's Letter must state two things:

a: The Mentor took responsibility to oversee the students work on the project.

b: The Letter must state the number of hours the student put into the project

1 Generally 40 hours will equal a possible award of one week of Academic Credit

Note 5: The student must specifically state the awards which are being sought by submission of the required documents

Note 6: The student is only permitted to submit a single paper for evaluation by the Medical Student Research Committee

Note 7: The Submission Deadlines are non-negotiable. For the 2015-2016 Academic Year they are:

a: February 1st for Seniors Graduating in May of 2016

b: May 16th for students who will graduate after 2016.

Note 8: The UMMSM sponsored ESRF qualifies for as a Nationally Ranked Conference