

INSTRUCTIONS FOR VISITING U.S. STUDENTS

The University of Texas Medical School at Houston welcomes visiting senior medical students to its senior elective program as space is available.

Our electives are offered in calendar-month blocks **beginning on the first day of each month and ending on the last day of each month. See info. below*** Visiting students are limited to no more than **two (2) one-month** electives. Please mail the following documents to name and address provided in application page.

APC ELECTIVES ARE NOT OPEN TO VISITING STUDENTS

Application Request Procedure

Application requests are available by clicking here: <https://apps.uth.tmc.edu/studentvisitor/>

Requirements:

The following must be ORIGINAL documents. Photocopies or fax copies will NOT be accepted.

1. An imprint of your official school seal is required on the application.
2. Official medical school transcript.
3. Verification that you are covered by malpractice insurance. Your Dean or authorized official's signature and your school seal on our application will suffice for this requirement. Malpractice insurance is available through UT Houston for \$2.50 (two dollars and fifty cents) per month if your school does not cover you.
4. Verification of immunizations, including the completion of Hepatitis B vaccination series or proof of immunity.
5. Proof of health insurance coverage (photocopy of current insurance card **must** accompany application).
6. A \$50.00 per month non-refundable application fee. Please **DO NOT SEND PERSONAL CHECKS OR CASH**. Application fee **must** be a cashier's check or money order made payable to UT Medical School. Money orders can be easily obtained at your local Post Office or convenience stores.
7. There is a \$50.00 charge for any change to your approved application
8. All above mentioned documents and application fees must be received in the Office of Student Affairs at least one month before the requested elective start date.

***ONLY** these UT departments accept applications to start rotations in different dates: Infectious Diseases, Ophthalmology, Orthopedic Surgery, Psychiatry and Urology. If you are applying for any other department please follow the UT schedule by applying for a calendar-month elective.

If you are applying for the senior year beginning July, 2007 you should know that departments do not review elective applications until UT-Houston students' schedules are finalized at the end of May, 2007. After that time, all applications will be processed as soon as all the required documents are received. This office will notify you if space is available in the time period you have requested. If you are applying for an elective at the Lyndon B. Johnson Hospital (LBJ) you will be required to have transportation.

We are unable to provide housing or parking for visiting students; however, you may contact Favrot Tower Apartments at 713/797-0962 or favrot@texmedctr.tmc.edu or the Linda Vista Apartments at 713/799-8424 or marylee@pdq.net.

For parking options please call the Texas Medical Center Parking Office at 713/791-6161 or www.tmc.edu. For map(s) of the Texas Medical Center go to: www.maps.tmc.edu.

If you need further information, please contact Jamie Munsinger at 713/500-5167 or jamie.d.minsinger@uth.tmc.edu.

** It is your responsibility to insure that all the above requirements are met; we will NOT contact you if you fail to provide the materials required.*

Electives Catalog Website

Our elective catalog is located at <http://med.uth.tmc.edu/students-current/elective-catalog-2007.htm> if you wish to review our electives; however, you must apply by requesting/submitted an application.