



**Mount
Sinai**

Mount Sinai Emergency Medicine Research Training Program

APPLICATION INSTRUCTIONS

Eligibility

Applicants must be:

- Undergraduate students who successfully completed at least one undergraduate year at an accredited school or university (including baccalaureate schools of nursing): OR
- Undergraduate students who are attending community or junior colleges who are enrolled in at least three courses per academic term; OR
- Health profession students who have successfully completed one semester at a school of medicine, optometry, osteopathy, dentistry, veterinary medicine, pharmacy, or public health; OR
- Post baccalaureate students enrolled in a pre-professional program.
- Willing to commit a minimum of 8 part-time weeks (20 hour per week minimum) to the Program. Although most interns are selected for the summer period, positions are available for other 8 to 12 week periods during the Fall and Spring. Please see the section on Fall and Spring Internships in the Overview section of the web site for further information on this option.
- Available for 8 consecutive weeks. Interns must commit 8 full weeks to the program.

Application and Important Dates

Please fill out *all* parts of the application. Should questions not apply to you, please write “N/A” in the space provided. Letters of recommendation must be signed and on letterhead. Essays should be no more than 500 words. Please see the checklist below for a list of materials needed.

The postmark deadline for all application materials is **March 15th** for the summer session. Applicants interested in the Fall or Spring sessions should have their packets postmarked by July 15th and November 15th, respectively.

It is your responsibility to submit a complete application. Incomplete applications will not be processed. Candidates will be selected by a faculty committee.

Please mail the completed application form, official school transcript, letter of recommendation, resume and statement to the address provided below.

EM Research Training Program
Icahn School of Medicine at Mount Sinai
1 Gustave L Levy Place, Box 1620
New York, NY 10029

Letters of recommendation must be signed and on letterhead. Letters of recommendation can be submitted via email, ground mail or fax. Emailed letters must be on letterhead and can be sent as jpeg or PDF files to EMsummerprogram@mountsinai.org from the professional (school) e-mail address of the writer.

School transcripts must be submitted via regular mail.

You must inform the Program of any change of mailing address, telephone number or e-mail address during the application process.

Notification of final decisions for the summer session will be sent via email by mid-April. Applicants for Fall and Spring research positions will be notified by mid-August and mid-December, respectively.

Summary of Important Dates	
March 15	Summer Session Application Deadline. ALL materials must be received by this date. Late applications will not be accepted.
April 15*	Summer Session - Email notification of final decisions
July 15	Fall Session Application Deadline. ALL materials must be received by this date. Late applications will not be accepted.
August 1*	Fall Session - Email notification of final decisions
November 15	Spring Session Application Deadline. ALL materials must be received by this date. Late applications will not be accepted.
December 15*	Spring Session - Email notification of final decisions

*Dates are approximate

No telephone calls please.

All questions and concerns should be emailed to emsummerprogram@mountsinai.org



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Icahn School of Medicine at Mount Sinai Emergency Medicine Research Training Program

APPLICATION CHECKLIST

- Completed application form. Please be sure to fill in your name on the bottom of each page of the application in the space provided.
- Current Resume
- Transcripts:
 - Undergraduates: Please mail an official copy of your undergraduate transcript.
 - Graduate Students: Please mail official copies of your graduate transcripts.
 - Post-Bacc Students: Please mail official copies from your current program. If you have not completed courses in your current program, please submit transcripts from your most recently completed program of study.
- One letter of recommendation from an individual who knows your work. The letter must be signed and on letterhead. Please inform your letter writer that the Program may contact him/her via email or telephone.
- Statement: Please provide a 500-word essay on your professional goals and aspirations and the expected impact that the Program will have on your professional and academic development. **PLEASE INCLUDE YOUR LAST NAME AND FIRST NAME ON THE BOTTOM OF EACH PAGE YOU SUBMIT.**