FAQ’s for externs

When and what fees are due?  No money is due until you receive an elective offer. The fees are $150 application processing fee, $65 background check fee if needed.  In addition to the application processing and background check fees Osteopathic and Foreign applicants do have an additional administrative fee – please see information on these fees separately.

When will I hear?  We handle application in order of receipt; after you apply via VSAS your application goes to your school for verification and release. Once they release your application to us, it will be placed in line for processing.  We will begin processing applications in April and will continue to work through all of the applications as quickly as possible. However, you will have an answer at least 45 days prior to the elective start date.

Respiratory Mast Fit testing, I do not have this done, can I get this done when I arrive and what type do you use?  
Yes you can, however it must be prearranged and you must come in a few days early to do so. You will need to get an appointment and pay for the test yourself. The private company we use presently charges $75 to complete a respiratory mask fit test. We will accept mask fit testing for all manufacturers; however we generally use 3M N95 masks.

Do you accept foreign medical graduates?  You must be an active student in good standing and in your final year of medical school. Graduates of any type are not eligible for and externship.

What if all my grades are not on my transcript? Submit the transcript as it is, and we will request a new upload if necessary.

Where will I be assigned?  Location assignments will occur once your clerkship is approved and you are assigned to a course coordinator.  In general, Pediatric courses are at Children’s Hospital and others are at the University of Colorado Hospital unless otherwise identified. However, you should confirm your assigned location with the course coordinator.

My school’s dates for rotations are different than the University of Colorado; can I come at a time not listed? Unfortunately no, our dates are fixed and inflexible.  All electives are 4 weeks in duration; we do not offer 2 week rotations to visiting students.

All USMLE Accredit allopathic (MD) and Osteopathic medical students are required to apply for 4th year electives using VSAS. Foreign student please apply hard copy, see our web site for instructions.

Your school will verify/release your application and this will clear most of our requirements.  If you have not met our requirements, we will process your application and request documentation to bring into compliance.  The additional documents and your $150 processing fee must be received 30 days prior the elective start date.

To complete your application, upload your immunization documentation, CV, transcript, and a USMLE Step 1 or COMLEX score report.  Some electives review this before making an offer.

Please direct questions to:  
Erica Hyman  erica.hyman@ucdenver.edu

Remember when you apply you have the ability to apply to multiple electives and/or multiple time frames. We will attempt to follow your rank list and offer you your highest ranked elective. Applications are handled in the order they are received.  Acceptance as a visiting student does not guarantee a residency interview.

Our requirements:
Immunizations (see document) + Flu immunization
Respiratory Mask fit testing (Any type is fine - in general we use 3M N95)
HIPPA training
USMLE Step 1 Pass
Personal health insurance
BLS or ACLS certified
Criminal Background Report
Malpractice Insurance $1,000,000/$3,000,000
In Good academic standing
In final year of study
Completion of core course work
Instruction for OSHA safety measures and infection control precautions