



**THE GEORGE
WASHINGTON
UNIVERSITY**

WASHINGTON, DC

Responsible University Officials:
Associate Dean for International
Medicine

Responsible Office: Office of
International Medicine Programs

Most Recent Revision: 08/2015

POLICIES AND PROCEDURES FOR MS I INTERNATIONAL INTERNSHIPS AND MS IV INTERNATIONAL CLINICAL ELECTIVES

Policy Statement

- I. MSI Summer Internships**
 - A. All Global Health Track students must participate in an International Experiential Opportunity in the summer following their first year.
 - B. Students must submit a project proposal including scope of work, a timeline, objectives/goals, and the organization/on-site mentor with which the student will be working, including their contact information. The project must be approved by the Global Health Track Director prior to student departure from the U.S. in order for the student to receive track credit.
 - C. The project must be completed abroad for a period of 8 weeks. If the student has a compelling reason why he/she cannot complete the full 8 weeks abroad, a letter of justification must be submitted to the Track Director. If approved, the project still must be 8 weeks in length and a portion of that time must be spent abroad. Time spent in the U.S. must be utilized in global health-related activities directly related to the abroad portion of the internship.

- D. After project completion, students are required to submit a 4-6 page paper to include the student's project scope, the role the student played in the project, any unexpected outcomes, and reflections on the experience.

II. MSIV Clinical Electives

- A. All fourth year medical students participating in International Clinical Electives, regardless of whether they are in the Global Health Track, must register for IDIS 352 and apply through the International Medicine Programs (IMP) office. IDIS 352 must be at least four weeks in duration **in** order to obtain credit.
- B. All students participating in a one to two week medical mission for elective credit must register for IDIS 349 and apply through the IMP office.
- C. Students' grades for IDIS 349 and 352 will be issued by the course director. The grade will be a combination of the student's elective evaluation (completed by in- country mentor) and the student's 2-4 page reflection paper completed after the elective (to be assessed by the course director). All students will hand in elective evaluations and reflection papers to the IMP office. Copies of documents will be submitted to the Dean's office to enter the student's final grade for the elective.
- D. Students who go abroad without properly registering for IDIS 349 or 352, or without first receiving approval from the IMP office will not receive credit for their elective.
- E. Lynn and Ruth George Scholarship: Students receiving this scholarship will not have their money released to them until IMP informs the OSO that the student's site was approved by IMP and that he/she was officially accepted by the site. If a student who receives a scholarship changes his/her site, the student must resubmit his/her scholarship application to the OSO with new site information prior to leaving for the elective. If a student goes to a different site than specified on his/her scholarship application, without

notifying the OSO prior to leaving, the student will be responsible for returning scholarship money to the OSO

Reason for Policy/Purpose

To inform students, advisors and faculty of requirements related to international experiences

Who Needs to Know This Policy

All students, faculty, and staff of the School of Medicine and Health Sciences

Contact

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Who Approved This Policy

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