

Extramural /Away Rotation Elective Registration Form
(Registration Form 2301-EA)

Courses that require this form will be indicated as such in the course(s)' description on the SMHS MD Online Clinical Course Catalog, [available here](#).

Submission Date: _____

Name of Student: _____ GW ID Number: _____

GW SMHS Course Information

GW SMHS Course Series Number (i.e. 390-393): _____

Course Title: _____

Total Week Numbers (i.e. 2, 4, 6): _____ Specific Dates Taking the Course: _____

Host Institution Information

Name of Host Institution: _____

Address of Host Institution: _____

Country of Host Institution: _____

Host Supervisor/Contact Name: _____

Host Supervisor/Contact Email Address: _____

Host Supervisor/Contact Phone Number: _____

Have you applied to take this elective through VSAS/VSLO? Yes _____ No _____

*If No is selected above: The MD Registrar's Office will ensure there is a current *Affiliation Agreement* with the host institution in place. If there is not a current *Affiliation Agreement*, there is no guarantee an agreement will be reached. Please allow a **minimum of 90 days** to secure an agreement. No student may take any Non-VSAS/VSLO electives without a signed agreement in place.

Required Approval Signature

GW Course Director Name (print): _____

GW SMHS Course Director Signature: _____

What to Expect Next:

- This completed form must be submitted to the MD Registrar's Office (registrarmd@gwu.edu);
- If approval is granted, the MD Registrar will enroll you in the above-mentioned course for the stated weeks; once registered for this course, GW malpractice insurance will be in effect. This completed request form will be saved to your record and you will be emailed a registration confirmation.
- If approval is denied, you will be notified by the MD Registrar. It is your responsibility to ensure you meet all degree requirements. This completed request form will be saved to your record.

For MD Student Affairs & Registrar's Office ONLY:

Is this student approved or denied to take this elective/away rotation course? _____

If approved, was the affiliation agreement already on record; was it new; or not applicable? _____