

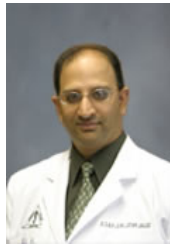


# Saginaw E-Newsletter

FEBRUARY 2008

VOLUME 2, NUMBER 2

## Covenant HealthCare announces it's Physician of the Month



Dr. Sujal G. Patel, MSU/CHM Clinical Assistant Professor and Junior Surgery Clerkship Director has been selected as the February 2008 Physician of the month. Congratulations Dr. Patel and keep up the good work!!!

*"If you find it in your heart to care for somebody else, you will have succeeded."*

*Maya Angelou*

## Absence from Clerkships...

Just a reminder that if you are absent from your clerkship, you are responsible for notifying the following people:

**Clerkship Coordinator/Secretary  
Preceptor  
Assistant Dean's Office**

Failure to contact the appropriate people is unprofessional behavior and could be reflected in your final clerkship letter. There is an excused absence request form that will need to be filled out. You have all received an electronic copy of the form. You can also contact Bridget Hinds or the appropriate clerkship administrative assistant for the form.

If you need to request time off from a clerkship, you will also need to fill out an excused absence form. This form should be submitted to the appropriate clerkship director or preceptor. All time off must be made up.

Excused or unexcused absences of more than 5 days in an 8 week clerkship or 2.5 days in a 4 week clerkship could result in the failure of the clerkship.

## ERAS Information...

### ERAS 2008 Timeline for Allopathic Schools

Date	Activity
March 2008	Scramble. <a href="#">NRMP</a> Match results are available, beginning at 1pm.
May 31, 2008	ERAS Post Office will close to prepare for the 2009 season.
July 1, 2008	Residents begin their training.

*This newsletter contains:*

1. *Physician of the month*
2. *Absence from Clerkship*
3. *ERAS Information*
4. *NRMP*
5. *Transcripts*
6. *Graduation*
7. *Save The Date*
8. *Birthdays*
9. *Calendar*

## NRMP 2008 Timeline

**November 30, 2007 – Applicant registration deadline without paying an additional late fee of \$50**

February 27, 2008 – Late Registration deadline

Rank Order Lists closes at 9:00 p.m. Eastern Standard Time

March 20, 2008 – Match Day

## Transcripts...

### Michigan State University Electronic Transcript Information

In addition to the traditional paper sent via U.S. Mail, official transcripts are now available in an electronic format.

The electronic transcript allows recipients to view the transcript on a secure website instead of waiting to receive paper via U.S. Mail.

#### The Process

Current and former Students submit a [transcript request](#) and select "electronic" as the delivery format. Students will provide the recipient's name and email address. Recipient mailing address is also required for verification purposes.

Student notifies the recipient that the transcript will be delivered electronically and that the recipient will receive an email with simple directions to view the transcript.

The email will always come from [rotran@msu.edu](mailto:rotran@msu.edu).

The University cannot control if a student or a recipient's email system marks the transcript emails as spam.

Within 1/2 business day, often less, the Office of the Registrar will process the order.

The recipient will be sent an email with a **secure access code** and a link to a **secure MSU website**.

The web site URL is: <http://www.reg.msu.edu/Transcripts/ETranscript.asp>.

Recipients can also access the Electronic Transcript site from the [Office of the Registrar Home Page](#) by clicking on the "Transcripts" link.

Upon secure access code validation, the transcript will be presented in the Portable Document Format (PDF).

If needed, download the free [Adobe Reader](#).

## ATTENTION GRADUATES!!!!

Congratulations on your success in medical school. This is an exciting and extremely busy time in your life. This newsletter includes some important dates and information to guide your planning for the next few months. Please take time to read carefully and adhere to the very strict deadlines. Please contact the Office of Student Affairs and Services (OSAS) if you have any questions at (517) 353-7140 or [CHMStudentAffairs@chm.msu.edu](mailto:CHMStudentAffairs@chm.msu.edu).

This semester will culminate with many important events. Important dates for you to note are:

- February 27 NRMP Rank Order **Deadline at 9:00 p.m. Eastern Standard Time**
- March 3 Special Hooding Request due to Community Administrator
- March 3 Pre-clinical Faculty Award Nominations Deadline
- March 3 Deadline for Clinical Faculty Selections from each Community
- March 20 Match Day
- March 27 Gold Humanism Society Resident Honoree Selection Deadline
- March 27 The following forms need to be returned to the Community Administrator
  - Cap and Gown Order Form and Check
  - Graduate Information Form
  - Graduate's Yearbook Order Form and Check
  - Materials for Graduate's Half Page in the Yearbook
- April 4 Graduate's Retreat for 2008 CHM Class at the East Lansing Campus
- May 5 Request for Special Seating and Handicap Assistance
- May 10 Commencement at the Wharton Center – Great Hall
- May 30 Family Congratulatory Messages and Family Yearbook Order due to OSAS

## Commencement

Commencement will be held on **Saturday, May 10, 2008 beginning at 12:00 noon at the Wharton Center – Great Hall**. The ceremony will begin promptly at **12:00 noon**; however graduates need to arrive at the Wharton Center **no later than 10:00 a.m.** A continental breakfast will be served on the Upper Tier beginning at 9:30 a.m. The group graduation photograph will be taken promptly at **10:45 a.m.** Graduates must then return to the Upper Tier to begin lining up by community for the processional. **All students are required to be in academic apparel for Commencement.**

## GRADUATION APPLICATIONS

You must apply for graduation. Please remember to submit a completed application by the first week of the semester you expect to complete your degree requirements. If you will complete your degree requirements during Summer, apply for Summer by the first week of Spring semester.

Both Spring and Summer applicants will be included in the Spring Commencement Ceremonies. For students with MSUNetId and Password, fill out the on-line graduation application form. For students without MSUNetId and Password, print and complete the hard copy graduation application form and fax or mail it to the Office of the Registrar.

You can find the application form at:

<http://www.reg.msu.edu/StuForms/GradApp/GradApp.asp>

## Save the Date...

Incoming Year III (class of 2010) CHM Medical students will be joining us on February 17, 2008 and April 21, 2008, for a meeting with their mentors - Dr. Mary Jo Wagner and Dr. Thomas Veverka.

Mark your calendars; **March 20, 2008 is MATCH DAY!!!** Graduating medical students will find out where they will begin their residencies at noon. The MSU medical students will continue the celebration with a Match Dinner and Costa Rica presentation at the Saginaw Country Club.



Please join us in wishing a happy and prosperous birthday to the following CHM Students:

**Nathan Woolsey, MS-III, February 10<sup>th</sup>**

**Neil Malhotra, MS-III, February 13<sup>th</sup>**

MSU/CHM Saginaw  
Campus

Synergy Medical  
Education Alliance

1000 Houghton  
Saginaw, MI 48602

(989) 583-6960

(989) 583-6933

(989) 583-6945 Fax

We're on the Web!

[www.synergymedical.org](http://www.synergymedical.org)

MSU/CHM Saginaw  
Campus Staff

Dr. Rae Schnuth,  
Assistant Dean

[schnuth@msu.edu](mailto:schnuth@msu.edu)

Bridget Y. Hinds,  
Community  
Administrator

[bhinds@synergymedical.org](mailto:bhinds@synergymedical.org)

# February 2008

SUN	MON	TUE	WED	THU	FRI	SAT
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
				Happy Valentine's Day		
17	18	19	20	21	22	23
24	25	26	27	28	29	
			NRMP R.O. List closes at 9pm		Students return from Costa Rica	