

# UT SOUTHWESTERN

## MEDICAL CENTER

Mary Jane Pearson, M.D.

Department of Obstetrics and Gynecology

### Visiting Student Application Checklist

Please complete the following form and include it with your application packet. All requested documents must be sent at the same time. **Incomplete applications will not be reviewed.**

- Completed Application Form
- Completed Essential Functions Form
- Current Copy of your immunization records
- An up-to-date, **official** transcript from the home medical school (in a separate signed and sealed envelope). Students must have successfully completed all third-year course requirements and be eligible to start their fourth year at their respective medical schools by the time they begin their externship.
- A Letter of Recommendation from your third-year Ob/Gyn Core rotation course director or Attending faculty (in a separate signed and sealed envelope)
- A copy of the Certificate of Insurance/Liability coverage provided by your home medical school.
- A copy of, USMLE Step I transcript (doesn't have to be an original)
- A curriculum vitae

Please forward all of the above requirements to:

Sandra F. Davis  
UT Southwestern Medical Center  
Department of Obstetrics and Gynecology  
5323 Harry Hines Blvd.  
Dallas, TX 75390-9032

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Applicant Signature

\_\_\_\_\_  
Date