



National University of Health Sciences General Policies

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<i>James Hunterstein</i>	<i>11-5-09</i>			
President	Date			

POLICY STATEMENT

Family practice residents interested in pursuing an additional first-professional degree as part of their residency training program need to apply for admission through the National University of Health Sciences (NUHS) Office of Admissions. Residents must submit an 'application for admission' and an essay that explains their intent to pursue one of the first-professional programs. These documents will be submitted to the appropriate faculty representative for their review.

The Office of Admissions will obtain all original transcripts from the Family Practice Residency application files. Copies of character references previously submitted for the Family Practice Residency program and a completed Faculty Program Enrollment Approval Form will be used to satisfy the character reference requirements. Residents will be required to submit the application fee unless they apply for both the Family Practice Residency program and the first-professional program simultaneously, at which time the matriculation or deposit fee will be waived. Upon receipt of all documents, the Office of Admissions will process the files and submit them to the Admissions Committee. The committee will review all file documents and render an admissions decision accordingly. The resident will then be notified by the Office of Admissions.

Family practice residents interested in obtaining advanced standing will do so through the Office of Admissions. Admission counselors will initiate the process by completing the Advanced Standing Request Form. This form along with copies of the resident's transcript(s) will then be forwarded to the Director of Admissions for review. These documents will then be sent to the Vice President for Academic Services for processing and final decision.

Upon completion of the first professional degree and Family Practice Residency, the resident will commit two-years of service as a faculty member of NUHS contingent upon the recommendation of the VPAS to the President. The resident will be offered a faculty contract approximately 4 months prior to the completion of his/her program.

Failure to accept the contract or to voluntarily fulfill the two years of service will result in forfeiture of the previously awarded tuition waiver and the resident will be responsible for the tuition charges for the first professional program. If the resident is not recommended by the VPAS for a faculty contract he/she will be released from his/her two-year faculty commitment to NUHS.

Deferral of the two-year commitment may be considered if the resident is continuing on in a related educational program. The commitment would become effective at the completion of the additional educational program. Residents would be required to submit in writing a request for deferral to the VPAS.