SUPPLEMENTAL REQUIREMENTS

The departments listed below have additional visiting student application requirements.
If you are applying for a visiting elective in one of these departments, mail your application packet to the Visiting Student Coordinator, Office of Student Affairs.
Send the supplemental items directly to the department as directed.

Anesthesiology: Academic Transcripts, USMLE Step 1 Board Scores, faculty letter and statement from the student, stating why they want to do an elective in anesthesia at Pitt
Mail to: *Kathy Lee Foon, Elective Coordinator, Department of Anesthesiology, 3471 Fifth Avenue, 910 Kaufmann Building, Pittsburgh, PA 15213*

Dermatology: Resume or CV
Mail to: *Cindy McIntyre, Elective Coordinator, Department of Dermatology, Biomedical Science Tower, Suite W1150, 3501 Fifth Avenue, Pittsburgh PA 15260*

Internal Medicine: Faculty letter of recommendation
Mail to: *Theresa Cullens, Elective Coordinator, Department of Internal Medicine, 3459 Fifth Avenue, Room N 713 MUH, Pittsburgh PA 15213*

Neurological Surgery: Resume/CV & one (1) letter of recommendation from faculty
Mail to: *Melissa Lukehart, Elective Coordinator, Department of Neurological Surgery, 200 Lothrop Street, Suite B400, Pittsburgh, PA 15213 or email: lukehartml@upmc.edu*

Pediatrics:
This information ONLY applies to elective requests specifically in the Pediatric Dept. (PEDS XXXX course numbers)
Copy of student transcript up to current third year grades; statement from student noting the number of times the USMLE step 1 exam was taken and a copy of scores.
Mail to: *Marlynn Haigh, Elective Coordinator, Department of Pediatrics, One Children's Place, 4401 Penn Avenue, 3rd Floor Faculty Pavilion, Pittsburgh PA 15224 or email: Marlynn.Haigh@chp.edu.* Contact Marlynn Haigh directly regarding Children's Hospital Background Check policies.

Physical Medicine & Rehabilitation: USMLE Step 1 Board Scores
Mail or e-mail to: *Sara Brown, Medical Student Coordinator, Department of PM&R, 3471 Fifth Avenue, Suite 210 Kaufmann Building, Pittsburgh, PA 15213* or *browns17@upmc.edu*

Surgery Acting Internship:
Applies to an Acting Internship in Surgery only, and not for other Surgery related departments (i.e., Urology, Otolaryngology, etc.)
CV, Unofficial transcript, USMLE scores and letter from surgery clerkship director attesting to your performance during the surgery clerkship. Materials must be submitted prior to the evaluation of the application.
Mail to: *Giselle G. Hamad, MD, Professor of Surgery, c/o Kathy Haupt, PO Box 7533, Room F675 PUH, Pittsburgh PA 15213*.