

# ELECTIVE AND SELECTIVE ROTATION REQUEST FORM (ESR)

West Virginia School of Osteopathic Medicine – Eastern Region

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## SECTION I – TO BE COMPLETED BY STUDENT AND SENT TO STATEWIDE CAMPUS

**\*PLEASE MAKE SURE YOU FILL OUT THIS FORM COMPLETELY, OTHERWISE YOUR SWC WILL NOT BE ABLE TO PROCESS YOUR REQUEST\***

### STUDENT INFORMATION

Student Name: \_\_\_\_\_ Class Year: \_\_\_\_\_

Cell Phone: \_\_\_\_\_ WVSOM Email: \_\_\_\_\_

### ROTATION INFORMATION

Elective    IM2    IM3    Surg2    Surg3    FM2    Peds2    Vacation    Stookey

International Vacation or Rotation

Students traveling abroad must complete the Export Control documents thirty days prior to departure. Please click on the following link to access the forms. <https://www.projects-abroad.org>

Rotation/Specialty: \_\_\_\_\_ Start Date: \_\_\_\_\_ End Date: \_\_\_\_\_

I need housing: Yes    No                      If housing is NOT available, I still want the rotation: Yes    No

NOTE: WVU Housing may not be used for fourth year student rotations in West Virginia, unless the student is a member of the RHI program.

### PRECEPTOR INFORMATION *This section may be left blank for hospital-based rotations where the preceptor is not assigned in advance.*

Preceptor Name: \_\_\_\_\_ Degree: \_\_\_\_\_

Phone Number: \_\_\_\_\_ Fax Number: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Preceptor Email: \_\_\_\_\_

### HOSPITAL/CLINIC INFORMATION *Must be completed so that SWC can confirm an affiliation agreement is in place.*

Hospital/Clinic Name: \_\_\_\_\_

Contact Person: \_\_\_\_\_ Email: \_\_\_\_\_

Phone Number: \_\_\_\_\_ Fax Number: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

*If you will be rotating at multiple facilities, list the primary facility above and include the names of other facilities and contact person(s)/email(s) in an email to your SWC staff.*

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## SECTION II – TO BE COMPLETED BY PRECEPTOR, DME, OR DESIGNEE AND RETURNED TO WVSOM CONTACT LISTED ABOVE

Is housing available for the student? Yes    No    by marking "YES" you are confirming that the student will have housing for the dates of this clerkship as listed in Section I.

Send Letter of Good Standing to: \_\_\_\_\_ Title: \_\_\_\_\_

THIS IS TO CERTIFY THAT THE ABOVE NAMED STUDENT HAS BEEN: APPROVED

DENIED

SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_