

Visiting Student Learning Opportunities™ (VSLO®)

APPLICANT CHECKLIST



There are several Visiting Student Learning Opportunities™ (VSLO®) program tasks that you will need to complete as you apply to electives. Below is a checklist to assist you.

Research Participating Institutions

- ☐ Visit the [VSLO Student website](#) for helpful information, such as the [VSLO Student Infographic](#), frequently asked questions, a list of participating Home and Host institutions, and more.
- ☐ Carefully read a Host institution's Institutional Summary page to view processing and tuition fees, estimated monthly expenses, and important dates for applicants.

Gain Access to the VSLO Service

- ☐ Your Home institution will send you a time-sensitive email invitation to log in to the VSLO application service.
Note: Each Home institution has its own process and timeline for sending student invitations.
- ☐ Ensure that you complete the actions outlined in the email before the email invitation expires.

Prepare Your Documents

The following are commonly requested requirements. This list is **not** comprehensive. You will need to review the specific requirements of each Host institution.

- ☐ [AAMC Standardized Immunization Form](#)
- ☐ Criminal background check
- ☐ Current ACLS/BLS certification
- ☐ [CV/resume](#)
- ☐ [Letter\(s\) of recommendation](#)
- ☐ Malpractice/liability insurance
- ☐ [Personal statement/letter of interest](#)
- ☐ Photograph
- ☐ Transcript
- ☐ United States Medical Licensing Examination Step 1/COMLEX-USA Level 1 Score Report

Note: You can proactively upload these documents into the My Documents section of the VSLO application service so that they are easy to access when you are ready to complete your application.

Apply to Electives

- ☐ Search for electives and add them to your Saved Electives.
- ☐ Carefully review the elective details to view the application requirements for each elective.

Note: Requirements will be at the predecision or postdecision phase. If a requirement is listed as postdecision, you will not need to provide that specific requirement until you receive an acceptance offer.

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Complete Your VSLO Application

- ☐ Complete all sections of your VSLO application.

Note: You are *not* required to complete your application in one sitting and are advised to take your time with each section.

- ☐ Submit your application.

Note: Your application will be sent to your Home institution first for their review and to upload any requirements they are responsible for (for example, your student transcript). Once your Home institution completes their review, they can send your application to the Host institution.

Monitor Your Dashboard

- ☐ Check your VSLO dashboard and email regularly for communications from Host institutions. You will receive notifications indicating any actions you may need to take. For example, a Host institution may request that you resubmit a particular requirement.

Helpful Resources

[VSLO Student Essentials guide](#)

[Resources for U.S. Rotations](#)

[VSLO Frequently Asked Questions](#)

[Visiting Scholars Resources Database](#)

[VSLO Resources and Training](#)