

**From:** [Faustner, Emma K](#)  
**To:** [StudentCOMServices](#)  
**Subject:** #Weekly Wire  
**Date:** Thursday, January 17, 2019 8:07:31 AM

---

**For Class of 2020:**

Are you planning on applying to away rotations and need a transcript or immunization info? Transcripts are processed by the UVM Registrar's Office and immunizations are maintained at Student Health Services.

Contact [Emma Faustner](#) if you need access to [VSAS, the Visiting Student Application Service](#).

If you need a **transcript** for VSAS please follow these simple instructions to have one sent to Emma to be uploaded:

Log into [myUVM](#) to request a copy of your academic transcript

1. In the "issued to" field enter VSAS c/o AAMC
2. In the "send to email address" field enter [Emma.Faustner@med.uvm.edu](mailto:Emma.Faustner@med.uvm.edu)

As new grades are posted, transcripts can be updated in this same way. Turnaround time is super quick.

Transcripts for non-VSAS programs can also be requested and sent directly to you, either as a PDF via email or as a sealed, signed hard copy via snail mail (or you can pick it up at the Waterman building). If you have questions you can call the UVM Registrar's Office at 802-656-2045.

**Immunization forms:**

Students are responsible for providing immunizations to host institutions. Many host schools will require you to submit the [AAMC standard immunization form](#). If you have already had this form completed and submitted to [Student Health Services](#) then you should request a copy for your own records so that you can include a copy with your applications or upload it to VSAS. Student Health Services will not forward immunization forms to a third party, and immunization information should not be sent to OMSE.

If an institution requires you to complete their immunization form, please fill it out to the best of your ability based on your Student Health records and drop it off at the Center for Health and Wellbeing for review and sign-off. The signed form will be returned to you either in hard copy or via their secure messaging service. Alternatively you may have your primary care provider complete it if that's more convenient. Call Student Health at 802-656-3350 with questions.

Don't forget that there is more information about extramurals in Comet > Lounge > Student Affairs > Advanced Integration.

Emma Faustner *(she/her)*  
Student Services Specialist  
Advanced Integration and Residency Application Coordinator  
Office of Medical Student Education

Given Courtyard N-100  
89 Beaumont Ave.  
Burlington, VT 05405  
Emma.Faustner@med.uvm.edu