MEMORANDUM

TO: Class of 2018
FROM: Christa H. Zehle, MD
   Associate Dean for Students
RE: Residency Advising Discussion and Medical Student Performance Evaluation (MSPE)

During April through August, I will be available to meet with you, or to communicate with you via telephone/Skype, about your residency application plans. Please follow this link to schedule an appointment.

Before our scheduled meeting, please complete and submit the Residency Application Survey in Oasis. Having this information available will make our conversation more valuable to you.

We will begin drafting Medical Student Performance Evaluations (MSPEs), formerly known as Dean’s Letters, over the summer. All letters will be released on the nationwide release date of October 1, 2017. Much of the substance of your MSPE is drawn from the evaluations in your file, with particular emphasis on your clinical work. When viewed as a whole these evaluations provide an accurate reflection of your medical school performance.

Your letter should be as complete and accurate as possible. You must help in that regard by completing fully the Identifying Information paragraph and Noteworthy Characteristics sections of the MSPE one week in advance of your meeting. Students who have not already submitted these sections as a Preparation for Practice course assignment should submit this information using the MSPE Academic History field in Oasis. You are the experts with respect to the information that populates those two sections of the letter, and it is in your interest to write them clearly. We will edit them once you have written them, but the better the job you do on them the better the finished product is likely to be. Instructions and examples to guide you in this task are available in Oasis and online.

Your USMLE scores are not included in your MSPE but instead come, with your permission, from the NBME.

Thanks to Emma Faustner, the information (including the documents accompanying this memo) you will need to keep track of for the residency application process are posted in Oasis and online. Please visit the timelines/checklists, information about letters of recommendation and MSPEs, and links to several helpful documents at Lounge > Student Affairs > Residency Application. Perhaps most importantly, we are here and remain available to help you through this exciting process. Please do not hesitate to call on us!