

Master of Science in Clinical Investigation and Translational Science (MSCI-TS) Program

CHECKLIST OF REQUIRED DOCUMENTATION FOR APPLICATION

(See MSCI-TS Handbook at http://iims.uthscsa.edu/ed_msci_handbook.html for full program requirements)

- Submit an on-line application to The UTHSCSA Graduate School:** <http://gsbs.uthscsa.edu/>
- Official transcripts** of ALL colleges/universities attended sent from the institution (in a sealed envelope) to The UTHSCSA Registrar's Office as directed in the on-line application.
- Official translation of foreign transcripts including GPA** of ALL foreign colleges/universities from the ECE or WES credentialing agencies should be sent from the credentialing agency (in a sealed envelope) to The UTHSCSA Registrar's Office as directed in the on-line application instructions. The translation must be from the ECE or WES credentialing agencies which part of the NACES organization which has been approved by the UTHSCSA Registrar's Office.
- Three Letters of Recommendation (LOR)** should attest to the applicant's readiness for graduate level studies in clinical investigation and translational science and be addressed to Dr. Donald M. Dougherty, MSCI-TS Program Director. **(Note: LOR's should be uploaded to your on-line application by the references you named in your on-line application.)**

For applicants from outside The UTHSCSA:

- LOR1 – Reference: _____
- LOR2 – Reference: _____
- LOR3 – Reference: _____

For applicants from within The UTHSCSA participating as a resident or fellow in an approved residency or fellowship training program:

- LOR1 -- *Department Chair* (Includes statement indicating the availability and approval of release time for the completion of MSCI-TS educational and research activities.)
- LOR2 – Reference: _____
- LOR3 – Reference: _____

For applicants from within The UTHSCSA not participating in a residency or fellowship program:

- LOR1 – *Authorized Supervisor* (Includes statement indicating the availability and approval of release time for the completion of MSCI-TS educational and research activities.)
All faculty must include approval signatures as stated in HOP Policy 3.2.5
- LOR2 – Reference: _____
- LOR3 – Reference: _____

- General Record Examination (GRE)** scores (exam taken within the past five years) sent directly to The UTHSCSA from the Educational Testing Service (ETS). **UTHSCSA code: 6908** (Note: The GRE is not required for applicants who have completed a graduate degree in a health related discipline, i.e., a MSN, MD, DDS, or PhD.)
- Test of English as a Foreign Language (TOEFL) or the academic version of the Test of English as a Foreign Language (IELTS)** scores (test taken within the past two years) sent directly to The UTHSCSA from the ETS. **UTHSCSA code: 6908** (Note: The TOEFL or IELTS (academic version) is required for all non-US citizens whose first language is not English.)

In addition to the above, the documents listed below are required and should be sent to:

Alex Machuca
Academic Coordinator, MSCI-TS Program
UTHSCSA – IIMS/OREM – MC 7757
7703 Floyd Curl Drive
San Antonio, Texas 78229-3900

- Curriculum vitae (CV)** of applicant.
- Statement of Purpose** (Includes a brief description of the applicant's background, long term career goals, and an indication of the basis for application into the MSCI-TS Program.)
- Copy of U.S. Medical License/Certificate**
- *Supervising Professor's Letter of Commitment** (primary research mentor) (Includes a brief description of the applicant's research project, the role of the applicant in the planned study, and a statement of commitment to the applicant's career development.
- *Supervising Professor's CV** (Note: If your Supervising Professor is not a member of the MSCI-TS Graduate Faculty please contact Lora Tumlinson at machuca@uthscsa.edu.)
- *Applicant's Supervising Committee**
 - Chair (Supervising Professor)
 - MSCI-TS Graduate Faculty member
 - MSCI-TS COGS member
 - (Optional)** Expertise Specific Member (UTHSCSA Member or Outside Member to provide specific expertise in the planned area of study)
- *Research Plan** (Not to exceed six double-spaced typewritten pages and should consist of: (A) Hypothesis, (B) Specific Aims, (C) Significance with background and rationale, (D) Experimental Design, and (E) References (references are not included in the six page limit).

***Required of applicants who seek enrollment as a full-time student.**