

Emory University Preventive Medicine Residency Program Application Checklist

- ☐ Current CV which should include at a minimum the following information:
 - Current city and contact information
 - Military obligations
 - Citizenship and U.S. work eligibility status
 - Education (include names of undergraduate and postgraduate institutions, years of attendance, and respective degrees)
 - Residencies and other postgraduate training (include specialty fields, institutions, and months/years of training)
 - Employment (include position, institution, and months/years of employment)
 - Honors and awards (include name, conferring institution / organization, and date)
 - Publications in institutional technical publications or professional journals (include these in citation format)
 - Presentations in institutional settings or major scientific meetings

- ☐ A personal statement (PDF or Word doc) that covers your interest in public health and preventive medicine (including relevant work or experiences), and your career plans or goals as a result of training received in the Emory Preventive Residency Program. Please limit your statement to a maximum of 2 pages.

- ☐ Certificate(s), letter(s), or verification form(s), attesting to your successful completion of an internship (or preliminary) year, and residency(cies) in a clinical specialty

- ☐ Passage of all USMLE Step examinations is required and official USMLE results are required

- ☐ Certificate from the Educational Commission for Foreign Medical Graduates (if applicable)

- ☐ Official transcripts from medical and any graduate schools attended (unofficial versions may be used as placeholders until the institution sends official copies)

- ☐ Three letters of recommendation, one of which **MUST** be from your most recent residency program director. We require residents to waive their right to view the letters. We request that letters be on the writer's institutional letterhead. Letters at a minimum must address the following:
 - The writer's relationship to the applicant as a contextual basis for the letter of recommendation
 - An assessment of the applicant's integrity, professionalism, and technical competencies in medicine and health care
 - Perceptions regarding the applicant's match to and career potential in the specialty of preventive medicine