

The VSLO® Program

VSLO Student Essentials

Welcome to the AAMC Visiting Student Learning Opportunities[™] (VSLO®) program! We developed this guide to help you get started quickly and easily. If you have questions, The VSLO Client Support Team is available during business hours (Mon - Fri 8:00 AM to 6:00 PM ET U.S.). You can <u>contact us online</u> or call us at 202-478-9878.

What is the VSLO® Program?

The VSLO program enables medical and public health students to pursue short- term learning opportunities in the United States and globally. The VSLO program supports students through the process of searching for electives, submitting applications, and completing their resulting educational experience(s). The VSLO program includes:

- Educational opportunities, including pre-clinical, community-based global health, research, and clinical opportunities.
- An application service called the Visiting Student Application Service (VSAS) which allows you to search and apply for opportunities.
- A global and U.S. network of participating institutions.
- The VSLO team, a group of AAMC professionals dedicated to supporting students through the application process.

To learn more about VSLO: view our website and FAQ's.

Accessing the Application Service

You can search for electives and submit applications through the VSLO Application Service. If yours is a participating institution, follow these instructions to sign in:

- Sign in from the main program page, www.aamc.org/vslo or go directly to apps.aamc.org/vsas.
- If you have not yet received an invitation email: Contact the administrator at your home institution to be granted access. If you do not know your home administrator, contact us online.

If you are unable to access the Application Service, please contact us online or call 202-478-9878.

Complete Your Profile

Your profile will become part of each application you submit. Ensuring your profile is complete and accurate will help facilitate a successful application process.

Complete your profile with personal and academic information by selecting My Application from the top navigation bar.

Search for Electives

You can search for opportunities based on specialty, institution, location, estimated expenses, language and more. Please note, only opportunities that you are eligible to apply for are visible. To search for an elective:



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- 1. Log in to the Application Service
- 2. Select Find Electives from the top navigation bar
- 3. Use filters to find elective opportunities based on, but not limited to, specialty, Host institution, and geographic location
- 4. Click Learn More to view a description, application requirements, and available dates for each elective
- 5. Click the *Save* button to save electives for future consideration
- 6. Select a date and click Apply Now to begin the application process

Note: Review your saved electives by clicking the ★ icon in the top navigation bar.

Apply for Electives

Once you find your electives, you will start the application process by selecting dates and clicking Apply Now. You'll then:

Acknowledge Applicant Agreement

Students must agree to the terms and conditions that govern their use of the Application Service, including truthfulness in their application materials, release of personal information, and acknowledgment that they must remain engaged and responsive during the elective application process.

Complete Host Requirements

Requirements vary between host institutions and the electives for which you are applying. You will fulfill all requirements within the Application Service as you submit your elective requests.

Pay Application Service Fee

Tracking Your Submitted Applications

When you log in to the Application Service, you will be able to track the status of each of your applications.

- 1. Select Tracking from the top navigation bar
- 2. **Awaiting My Action:** These applications require you to complete an action, such as responding to a host offer or resubmitting a requirement.
- 3. **Under Review:** These applications are either awaiting release by your home institution or under review by the host institution.
- 4. **My Application History:** These applications have reached a final status, such as offer accepted or withdrawn.

Manage Your Documents

Manage your documents in one place so you can easily access them to fulfill host requirements.

- Upload documents by selecting My Documents from the top navigation bar.
- Upload documents as you fulfill host requirements. These documents will then be added and available in My Documents.
- Your home institution can upload documents for you. These will then be added and available in My Documents.