



THE WARREN ALPERT MEDICAL SCHOOL OF BROWN UNIVERSITY
International Medical Student Exchange Overview

Congratulations,

You have been recommended to Brown University as an exchange student as part of our agreement with your college or university. Here is an overview of the process required to assist you as you complete the enclosed DS-2019 Information Sheet and Clinical Elective Application for your exchange at The Warren Alpert Medical School.

Warm regards,
Corinne O'Brien

OVERVIEW OF ADMINISTRATIVE PROCESS

- I. A minimum of four months (six months preferred) is required to process your application. Applications not received within this timeline *may* need to be scheduled for a later date than was originally requested. All required documentation should be submitted via email to corinne_obrien@brown.edu.
- II. Brown University will confirm receipt of your documentation via email. You will be notified if any application materials are missing or need further clarification.
- III. Brown University will issue you a DS-2019. The DS-2019 form, also called "Certificate of Eligibility", is the document that allows you to apply for a J-1 Visa. Your DS-2019 will be sent to you via UPS from Brown. You will be notified via email when the DS-2019 has been sent and provided with the tracking number for reference.
- IV. A J-1 Visa is required for international exchange students to the USA. For additional visa information visit the [U.S. State Department website](#).
- V. It is a requirement of both Brown University and for the DS-2019 for exchange students to carry *health insurance* for the duration of their stay. Required coverage limits are specified on the Memo of Understanding (page 3 of the application). The Memo of Understanding attests to your acknowledgment of this requirement. Students have the option of purchasing an insurance package with the required limits from Gallagher Health. More information on that package is available here: [Gallagher Student Health Insurance](#).
- VI. *Malpractice insurance* is provided to exchange students by Alpert Medical School.
- VII. A note about clinical electives:
 - a. The availability of clinical electives varies and cannot be relied upon to fulfill an exchange student's degree requirements at their home institution.
 - b. The start and end dates of clinical electives are fixed and cannot be changed.
 - c. Students are asked not to contact the staff at the hospitals or other clinical settings. All questions regarding clinical electives should be directed to Corinne O'Brien.
 - d. Alpert Medical School will not complete other schools' evaluation forms. Evaluations will be available in OASIS approximately 6 weeks after the elective end date.
 - e. We require 4 weeks of lead time in order to add, drop or change a clinical elective registration.
- VIII. At the end of your elective you will be able to pick up a certificate of completion as documentation for your home school.