

## Application Instructions for NRSA Research Fellowship Program

### I. Eligibility Requirements

- A. Applicants must be a US Citizen, Permanent Resident or Non-Citizen National
- B. Applicants will have an MD or equivalent degree (applicants will have generally completed a 3-year or equivalent training program as well).
- C. Applicants should be seeking a career in academic medicine

### II. Pre-Application (Strongly recommended)

- A. Review the NRSA website and the degree program websites
- B. Email the appropriate director (Family Medicine, Internal Medicine or Pediatrics – see below) and Chris Bryson your CV and personal statement, if available, and request to set up a telephone call to discuss the program
- C. The appropriate director will be in touch to set up a call
- D. Be prepared to briefly discuss
  - 1. Research interests
  - 2. Educational interests (or to discuss which program would best fit for your interest & goals)
  - 3. Career goals and plans

### III. NRSA Application

- A. Online portion of the NRSA application may be accessed from the NRSA website or at <https://catalyst.uw.edu/webq/survey/elenagon/38300> . You will need to know the following to complete the application:
  - 1. Contact information for individuals that will be providing your 3 letters of recommendation (see below & tips on checklist page)
  - 2. The MPH program (or department) to which you plan to apply.
    - a. If you are unsure, please discuss your options with the appropriate director
    - b. You may change your mind at a later date, but you must notify [Chris Bryson](#) to ensure shared materials are forwarded to the appropriate program
- B. Personal Statement: 1-3 pages describing
  - 1. Briefly, past training, teaching, and clinical activities
  - 2. Relevant research experience
  - 3. Current research interests
  - 4. Future career goals and plans
- C. Curriculum Vitae
  - 1. Must include all educational information (date, degree, institution, location)
    - a. Undergraduate

- b. Medical School
- c. Internship/Residency Training
- d. Fellowships, if applicable
- e. Any other

2. Must include all work/volunteer experience since completing residency training (dates, title, organization, location)

D. Request original transcripts

- 1. Undergraduate
- 2. Medical School
- 3. Any other institutions attended

E. Request 3 letters of recommendation from MD, PhD or equivalent. For the NRSA program, they should describe:

- 1. How they know you
- 2. How long they have known you
- 3. Clinical, teaching and research skills/experience, as appropriate
- 4. Their specific recommendation on how successful you would be in a research training program

IV. UW Graduate School Application

A. All applicants (matriculated or non-matriculated) must complete the UW Graduate School application, which is available online at

<http://www.grad.washington.edu/admissions/application/>

B. The cost is \$45

V. Degree program application – you are responsible for meeting all deadlines set by the UW Graduate School and the specific degree program to which you plan to apply.

A. Matriculated students

- 1. Review degree program website and apply as directed to the program
- 2. Transcripts can be shared (see checklist)

B. Non-matriculated students (generally only applies to applicants that already have MPH or PhD)

- 1. Please review the website for the department that you wish to apply as a non-matriculated student and apply as appropriate.

**Directors by department:**

**General Internal Medicine**

Christopher Bryson, MD, MPH  
[Christopher.Bryson@va.gov](mailto:Christopher.Bryson@va.gov)

**General Pediatrics**

Frederick P. Rivara, MD, MPH  
[fpr@u.washington.edu](mailto:fpr@u.washington.edu)

**Family Medicine**

Bill Phillips, MD, MPH  
[bphillips@fammed.washington.edu](mailto:bphillips@fammed.washington.edu)

## **NRSA Application Checklist**

- Online NRSA application submitted

EMAILED TO Elena Schroeder (elenagon@uw.edu):

- CV
- Personal Statement

REQUESTED TO BE SENT TO Elena Schroeder (address below):

- Undergraduate Transcript
- Medical School Transcript
- Any Other Transcripts
- Three letters of recommendation

### Shared Transcripts

Original transcripts will be forwarded to the degree program indicated on your online application. You do not need to request additional transcripts for the degree program, but you may need to request them if directed to do so in the UW Graduate School Application (non-matriculated applicants). If you change degrees programs, please be sure to notify [Chris Bryson](#).

### Tips for letters of recommendation

Applicants often ask the same individuals to provide letters for both the NRSA application and the MPH application. The MPH departments generally have an electronic letter submissions process and they will email the individual a request for their electronic letter of support. The NRSA requires a hardcopy letter of support. Your letter writers can use the same letter, but please be sure to:

- Review the letter of support requirements for your degree program
- Provide your letter writers with the requirements for both the NRSA program and your selected degree program
- Ask them to make sure to mention both the NRSA program and the specific degree program to which you are applying in the letter (this one is particularly important, the MPH programs requires that letters of support discuss potential for success as an MPH student.)

### **Transcripts and letters should be mailed to:**

Elena Schroeder  
University of Washington  
325 9<sup>th</sup> Avenue  
Box 359780  
Seattle, WA 98104

*Application questions, contact Elena Schroeder at [elenagon@uw.edu](mailto:elenagon@uw.edu) or 206-744-9385*