

NOSM PGME Internal Fall Transfer Process 2020: Timelines

September

- **Beginning of September**-PGME notifies learners of the transfer process and upcoming deadline via The 'Script

October

- **October 1st**- Residents submit expression of interest to transfer by October 1st
- PGME determines program funding and physical capacity in consultation with program directors and advises applicants of this outcome.
- **October 9th**-fall transfer documentation package and application deadline. PGME reviews applications and forwards application packages to programs
- **Oct 9th-November 13th**- Program reviews applications and proceeds with interview process for selected candidates while notifying PGME Office of applicants not offered interviews.
- PGME notifies applicants who were not selected for an interview

November

- **By November 15th**- Programs recommend applicants for transfer to PGME
- PGME reviews transfer recommendations and approves/declines
- **November 20th**- PGME notifies learners of outcomes by November 20th (approx.)
- **November 25th**- Learners must advise their home program director and confirm with the PGME office their intention to transfer
- Conditional letters of offer are issued by receiving program
- Residents request letter of release from their home program
- All completed documentation required to facilitate the transfer is received by the PGME office by December 1st

December

- PGME Office facilitates all necessary documentation required for registration in new program. Resident will be considered for a January 1st start.