

**TO: MEDICAL AND GRADUATE STUDENTS INTERESTED IN CLINICAL AND/OR TRANSLATIONAL RESEARCH—SHORT-TERM TRAINING OPPORTUNITY**

Current medical students at Emory University School of Medicine, Morehouse School of Medicine (MSM), and other health professional trainees pursuing doctoral degrees in public health, biomedical engineering, nursing and other fields at Emory, MSM and Georgia Tech can apply for short-term (3 month) stipends (\$5,190 of salary support during this 3-month training period) funded by the Research Education, Training and Career Development (RETCD) program of the NIH-funded Atlanta Clinical and Translational Science Institute (ACTSI). This mechanism will support medical and graduate students who are interested in a short course program focused on clinical and/or translational research under the mentorship of a successful, federally funded faculty mentor. The professional development goals and products for these short-term training slots will include short course didactic training, participation in a clinical and/or translational research project, and presentation of the resultant data at a national meeting. Trainees will have a rotation in the ACTSI Clinical Interactions Network ([www.actsi.org/RETCD](http://www.actsi.org/RETCD)) and be required to take and pass the Emory IRB/CITI Humans Subjects Education Program ([www.emory.edu/IRB](http://www.emory.edu/IRB)). In addition to clinical research opportunities at Emory, MSM and/or Georgia Tech, the program will also support research training for up to 3 months at the NIH Clinical Center or other selected academic medical sites.

Application for the short-term training program includes several components that should be submitted electronically by email to [TL1Applications@erooms.emory.edu](mailto:TL1Applications@erooms.emory.edu). **All components should be submitted as a separate PDF file. Each file should be labeled with the last name of the candidate and the type of component (e.g., personal statement, CV, research project, etc). Include page numbers on all documents.**

- 1) A 1-2 page personal statement to include background and career goals, including how this program will enhance career development.
- 2) Curriculum Vitae of the Trainee (NIH style biosketch).
- 3) A brief (e.g., 2-4 page) outline of the research project that will serve as the thesis project that includes information on background/introduction, hypothesis/specific aims, proposed research methods and study population, and a description of the mentoring team.
- 4) The NIH-style biosketch of the proposed Lead Mentor.
- 5) NIH-style biosketch of co-mentors or Advisory Committee member(s).
- 4) Three letters of recommendation including a letter from the trainee's proposed faculty Lead Mentor, another member of the proposed mentoring team and an additional letter of recommendation from the candidate's Division Director or Chair (or Dean of Students). The letters of recommendation should be sent by email ([TL1Applications@erooms.emory.edu](mailto:TL1Applications@erooms.emory.edu)) directly from the person writing the letter.

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A TL1 Subcommittee of the RETCD Executive Committee will review all applications, make decisions on acceptance to the program and designate tuition and stipend support for the program, based on the following criteria: 1) potential of the medical student to subsequently pursue a career in clinical investigation; 2) experience of the Lead Mentor and mentoring team (lead mentor must be a federally funded [e.g., NIH and/or CDC] investigator for clinical and/or translational research); 3) multidisciplinary aspects of the research project and the mentoring team (e.g. mentoring advisory team includes a member from MSM and/or Georgia Tech); 4) letter of recommendation from the Dean of Students or Division/Department Chair) and other letters of support; and 5) the availability of funding.

ACTSI predoctoral program in clinical/translational research

**Submission Instructions:**

Application components must be submitted by email to [TL1Applications@erooms.emory.edu](mailto:TL1Applications@erooms.emory.edu) (PDF format is required). Letters of support must be submitted by the writer (not the applicant) directly to [TL1Applications@erooms.emory.edu](mailto:TL1Applications@erooms.emory.edu).

**Questions:**

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**More information about the research education, training and career development programs supported by ACTSI is available at our website: [www.actsi.org/RETCD](http://www.actsi.org/RETCD).**