

Clinical Research Education and Career Development Program (CRECD)

Addressing Health Disparities among Oklahoma Minority and Rural Communities through Clinical Research Education and Career Development

Phase I Training

Master of Science in Clinical and Translational Sciences

Program information can be found at:

<http://graduate.ouhsc.edu/GraduatePrograms/MSPrograms/ClinicalandTranslationalScience/CTS.aspx>

<http://osctr.ouhsc.edu/training-and-education-opportunities>

Deadlines:

- The application deadline for Fall matriculation is May 1.

Process and Steps for Completing the MS in CTS Application

1. Complete the official MS in CTS application online at: <https://apps.ouhsc.edu/admissions/>

2. Application fee of \$75 (Payable online)

3. Required Materials:

- a. Official Transcripts from all universities attended.

All U.S. transcripts need to be mailed to:
OUHSC Office of Admissions and Records
P. O. Box 26901, LIB 121
Oklahoma City, OK 73117-1221

(For information regarding foreign transcripts, please see International Applicant section below).

The following materials need to be uploaded directly online when filling out the application (Under “Clinical and Translational Sciences MS” tab on the online application):

- b. Three letters of reference.
 - o One letter of reference must be from the proposed primary research mentor and should address the mentor’s commitment to the planned research project, including funding if available. The mentor should also comment on mentoring plans including the proposed meeting frequency with the student, opportunities for professional development of the student, engagement of the student in existing research programs, and the role of the student in the proposed thesis project.
 - o One letter of reference must be from the applicant’s program director, department chair, or current employer ensuring sufficient, dedicated time necessary to successfully complete

the degree program, including continued salary support and time off for didactic course work (course work up to 9 clock hours per week during normal business hours or other agreed upon limit).

- One letter of reference may be from any individual who is familiar with the applicant's academic and professional experience and can comment on the applicant's qualifications, character, and ability to successfully complete the degree program. This third letter may be from an individual with expertise that is required for successful completion of the thesis project, such as a co-mentor or a researcher who has required expertise that is different from that of the primary mentor.

(Individuals who are indicated as recommenders will be sent a link via email to upload the letters directly online after application is submitted.)

c. Current Curriculum Vitae or Resume.

d. A one-page typed (single-spaced, 12 point font with 1 inch margins) Personal Summary describing:

- The applicant's interest, background, and experience in clinical research, translational and/or patient-oriented research, or population health research particularly on diseases that disproportionately impact minority and health disparity populations that qualifies the applicant to successfully complete the program and to be successful in research.
- Career goals related to clinical, population health, and/or translational research related to minority and health disparities research, indicating how the MS in CTS program will help the candidate meet the career goals. In particular, comment on how the proposed thesis project aligns with the overall and long-term research goals of the student.
- The Personal Summary must include a statement regarding the **applicant's interest in the CRECD program** and pursuing clinical research, translational and/or patient-oriented research, or population health research particularly on diseases that disproportionately impact minority and health disparity populations.

e. A two-page (single-spaced, 12 point font with 1 inch margins) Research Summary briefly describing:

- The planned research project including hypothesis, specific aims, background and significance, and research study design.
- Identification of a primary research mentor.
- The student's role in the ongoing research project if the thesis is a component of a larger study. Provide specific information regarding the role of the student in aspects of the proposed thesis project, including but not limited to, developing the research question, designing the study, recruiting patients, performing clinical procedures, performing laboratory procedures, collecting data, and analyzing data.
- Proposed project timeline relative to the student's professional appointment (e.g., length of fellowship or residency program), if applicable.
- (optional) The potential for the planned thesis project to inform the design and approach for a K-award application.
- NOTE: The proposal must be limited to two pages. The cited references do not count towards the page limit.

- f. Proposed mentor's NIH biosketch:
 - o In the Personal Statement of the biosketch, the mentor should summarize his/her past research mentoring experience.
 - o Proposed mentors who are junior faculty (Assistant Professors) without sufficient experience mentoring students, residents or fellows may choose to include a more senior co-mentor or thesis committee chair.

4. Final permission for your admittance into the CTS program rests with the Dean of the Graduate College.

5. Graduate College will send an approval or denial letter to your listed address.

Note: The Graduate College will waive the requirement for these students to take the Graduate Record Examination for admission to this program.

International Applicants:

- o Any international applicant who has not been accepted into a residency program at a regionally accredited U.S. medical school or does not have an undergraduate or master's degree from a regionally accredited U.S. school is required to have a minimum score of 570 on the Test of English as a Foreign language (TOEFL) paper test, a minimum TOFEL score of 230 on the computerized version, or a minimum score of 88 on the IBT version. The student must take the test within the two years immediately preceding the semester of admission; an original score report is required.
- o Formal admission requires that international transcripts be reviewed by **World Education Services (WES)**. <http://www.wes.org/>
- o Make sure to have the *ICAP* (International Credential Advantage Package) sent to: University of Oklahoma Health Sciences Center, Oklahoma City.
- o Also required are all copies of foreign transcripts showing the coursework.
- o Please send all copies of foreign transcripts to:
University of Oklahoma Health Sciences Center Graduate College
ATTN: Carla Shackelford
1105 N. Stonewall Avenue
LIB 258
Oklahoma City, OK 73117
- o Any international applicant who is a resident alien should submit a copy of the resident alien card along with the application for admission.

- International students are expected to have an approved visa status under which they can be admitted as a full-time student to a degree program and must follow all policies and procedures of the OUHSC Office of Admissions and Records. For additional information, please visit the International Student Services site (<http://students.ouhsc.edu/Wervices/ISS.aspt>) or contact Ms. Elsa Higuchi.

Elsa Higuchi
Admissions & Records Senior Officer
Immigration and VA Student Advisor
(405) 271-2347 Ext. 48906
Elsa-Higuchi@ouhsc.edu

Review Criteria

Applicants will be reviewed by members of the CTS Advisory Committee and will be evaluated based on program eligibility criteria; the potential of the applicant to become a productive, independent clinical or population health research investigator in the areas of minority health, rural health and health disparities research; scientific rigor, significance, and feasibility of the proposed thesis project; track record of the mentor in related research field and research mentoring; and scientific contributions of the applicant including publications and presentations.

For additional information, please contact:

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