

## Application checklist for Preventive Medicine Residents

These instructions are also on our [application process webpage](#).

### **To be considered:**

- Apply through [ERAS](#). Include:
  - Personal Statement
  - CV
  - 3 letters of recommendation:
    - 1 from program director of your clinical residency program
    - 2 from medical staff of your residency institution
  - State medical license information as applicable (not required)

### **Before the Interview date:**

- Complete the [Acknowledgement of Receipt](#) electronically and submit to the Program Coordinator.

### **After the interview:**

- Complete the [application to the Graduate School](#).
  - Application must be to one of the approved *on-campus* degree programs (MPH or MSCR) in the School of Public Health (SPH). Discuss your program preferences with the Director during the interview process. Do NOT apply to the online program. It does not meet ABPM requirements.
  - **Separately**, apply to the SPH through the [SOPHAS](#) application system. *It is highly recommended that you do not complete and submit your application until after you have your in-person interview with the Program Director. If the deadline is prior to that date, please schedule a phone call to discuss your program choice prior to submitting the SOPHAS and SPH applications.*
  - Be aware of the separate [deadlines for various SPH programs](#).
    - All interested applicants must be accepted into the Gillings SPH prior to match date

If you already have an MPH or equivalent and do not plan to pursue another, you will apply to UNC's [Digital and Lifelong Learning Program](#) in order to take any courses needed to fulfill program requirements. The deadline for the DLL Program is late in the summer.

- Register for the NRMP and follow guidelines for matching.

### **Upon Matching into the Program:**

- Submit copies of your medical license, your residency certificate, and MPH transcripts if applicable.
- Provide an original official Medical School Transcript directly from the school. Scans, emails, and ERAS Transcripts are NOT sufficient substitutes. Electronic clearing-house is accepted.
- You will be prompted to complete the application for our GME office soon after Matching. It must be completed promptly to ensure your contract.

Submit any required paper documents to:

Amanda Harvey  
Program Coordinator, Preventive Medicine  
University of North Carolina at Chapel Hill Department of Family Medicine  
CB#7595, 590 Manning Drive  
Chapel Hill, NC 27599  
[adharvey@email.unc.edu](mailto:adharvey@email.unc.edu)

**Everything except the Original Med School Transcript may be sent electronically. Application deadline in ERAS is November 1<sup>st</sup>. Interviews will begin in October and end in late January.**