

**United States Air Force Joint Graduate Medical Education Selection Board (JGMESB)  
2023 Application Checklist & Timeline**

This checklist outlines all documentation required to complete the JGMESB application. Please review the [Physician Education website](#) for detailed explanations/instructions on each requirement. All application documents **MUST** be typed and uploaded into MODS.

**Due 31 August 2023**

1. \_\_\_\_\_ DoD two-page GME application & Curriculum Vitae (CV) – generated by completing online forms within MODS. Applicant may submit a personalized CV as a separate PDF document (encouraged).

**Due 30 September 2023**

2. \_\_\_\_\_ Reserve Component Health Risk Assessment (RCHRA) form must be submitted via myVECTOR. **Do not upload this form into MODS, it will be deleted. (HPSP, FAP & deferred applicants only)**

**Due 8 October 2023**

3. \_\_\_\_\_ Program Director/Consultant interviews must be completed (interviewer will upload the interview sheet into MODS)

**Due 15 October 2023**

4. \_\_\_\_\_ Statement of understanding
5. \_\_\_\_\_ Personal essay
6. \_\_\_\_\_ Medical Student Performance Evaluation (MSPE) or Dean’s Letter
7. \_\_\_\_\_ Official medical school transcript (including degree award date, if applicable)
8. \_\_\_\_\_ USMLE/COMLEX transcript (not score reports)
9. \_\_\_\_\_ Step/Level 3 intention form (**intern applicants only**)
10. \_\_\_\_\_ Current, unrestricted medical license (**residents/fellows PGY3+ and staff applicants only**)
11. \_\_\_\_\_ Board certification (**applicants that have completed a residency**)
12. \_\_\_\_\_ Commander’s letter of endorsement (**staff applicants only**)
13. \_\_\_\_\_ DEROS letter of intention (**overseas applicants only**)
14. \_\_\_\_\_ Up to three (3) personal letters of recommendation (SLOEs may be substituted as LORs)
15. \_\_\_\_\_ Program Director recommendation forms (for every program currently/previously attended)
16. \_\_\_\_\_ Last three (3) OPRs/TRs (**active duty applicants only**)
17. \_\_\_\_\_ Fitness statement (**active duty applicants**) or Weight statement (**HPSP, FAP, & deferred applicants**)
18. \_\_\_\_\_ PGY1 Only form (**medical student applicants only**)
19. \_\_\_\_\_ Education Summary (**medical student applicants only**)
20. \_\_\_\_\_ AF Form 4380 (**HPSP, FAP, & deferred applicants only**)

**15 October 2023** – Last day for training location preference changes.

**23-27 October 2023** – Application scoring week

**13-17 November 2023** – JGMESB

**13 December 2023** – JGMESB selection results released

**15 January 2024** – GME acceptance letters due to Physician Education