

**United States Air Force Joint Graduate Medical Education Selection Board (JGMESB)
2024 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 2024

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 2024

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

Due 8 October 2024

3. ____ Program Director/Consultant interviews must be completed (interviewer will upload the interview sheet into MODS prior to Scoring Week)

Due 15 October 2024

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 2024 – Last day for training location preference changes

28 October – 1 November 2024 – Application scoring week

18-22 November 2024 – JGMESB

11 December 2024 – JGMESB selection results released

15 January 2025 – GME acceptance letters due to Physician Education