

## Personal Essay

The personal essay is required from all applicants. Recommend length is one page single-spaced, using Times New Roman font no smaller than 10 and no larger than 12 font size, with 1-inch margins. **Ensure your name is included on the essay.** The essay must be current (i.e., do not submit last year's essay). Your essay may outline personal/professional plans and goals, why you want to train in a particular specialty, and what strengths you bring to that specialty, etc.

**NOTE: If you have any extenuating circumstances for the Joint Graduate Medical Education Selection Board (JGMESB) to consider, communicate these at the end of your personal essay.** Examples of extenuating circumstances include, but are not limited to, marriage to a member of the Air Force or another service; a spouse in a training program not affiliated with the Air Force (a statement from your spouse's training program is required to substantiate their presence in the program); a parent with a terminal illness (documentation is required from the provider stating parent is in their care and a prognosis). If you have a family member with special needs, you must complete the AF Form 4380 (see item 22 on checklist). **You should also discuss these circumstances during your program interviews and email your Physician Education Program Manager to bring their attention to your extenuating circumstance.**

Your personal essay is an opportunity to communicate with the JGMESB. Please use this to your advantage!

***Important: If you are listing deferred/re-deferred (unfunded) training as your first choice, when there are Active Duty locations available, you must indicate your reasons for having deferred/re-deferred as your first choice.***

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### Personal Essay Checklist

- 1 page
- Single spaced
- Font = Times New Roman, 10 – 12 font size
- 1-inch margins
- Name on top of page
- Extenuating circumstance(s) for Board consideration, if applicable