

Dear Clinical Student,

USMLE Step scores are a very important component of your medical degree credentials and our University does not receive USMLE score reports automatically when the scores become available to you. We must depend on you to send the scores so they can be added to your record and these scores allow the clinical department to better manage and track your clinical education successes and subsequent residency search process.

In order for our department to be able to have the most current records in regard to your USMLE exam history, your signature on the following letter will allow the Clinical Deans to request a transcript from the ECFMG which will show your USMLE Step I, IICK and IICS history. These requests will only be carried out as a last resort to receive scores and we will still expect and depend on you to supply each score report to our office. If you have any questions regarding this request please contact Dr. Alonzo Sherman or Marc A. Poulin so additional discussion can occur.

Respectfully submitted,

Alonzo Sherman, MD  
Associate Dean, Clinical Medicine

Marc A. Poulin, MS  
Assistant Dean, Clinical Medicine

## USMLE Transcript Release Form

I, \_\_\_\_\_, am signing and dating this document in order to allow the clinical administrative team of the University of Sint Eustatius School of Medicine to request my USMLE transcript during my matriculation with the University.

I understand that it is my sole responsibility to report USMLE Scores to the clinical team and should I not report the scores promptly, commencement of clinical rotations could be delayed and/or interrupted. I understand that if my transcript must be requested by the Clinical Deans, for lack of provision by me, that I will be charged a fee to cover the expense in getting information from the USMLE/ECFMG.

\_\_\_\_\_  
Student Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Dean Signature

\_\_\_\_\_  
Date