

Master's of Clinical Research FAQs

I am an “outside” applicant. What do I need to do to apply to the MSCR program? You will need to follow the application requirements set forth by Rackham Graduate School, School of Public Health, as well as submit all requested supplemental material for the MSCR program. The “letter of release” is not required.

What Rackham Program do I apply to? Please apply to the **Epidemiology: Clinical Research MS** program, through the School of Public Health.

Do I have to pay an application fee? Yes. All applicants who are currently NOT enrolled in a Rackham Graduate program must pay a \$75 application fee.

Am I applying for a “dual degree”? If you are a current UM student, technically you are applying for a concurrent degree. On your application say YES you are applying for a dual degree and choose the school you are currently enrolled in.

Do I have to request that my undergraduate school send you my official final transcripts? Yes. The school you are currently enrolled in may not release your final official transcripts to Rackham Graduate School. It is best if you go ahead and send an official, final transcript with degree posted with your application. You are required to attach an “unofficial” copy of your transcripts to your application. An official hard copy will be required once you are admitted.

How many letters of recommendation do I need? If you are a current UM student you need 1 letters of recommendations from past or current professors or mentors; 1 letter of release from the dean of your home school, and a letter of support from your mentor. (Total of 3 letters.)

If you are an “outside applicant”, you will need 2 letters of recommendation and a letter of support from your proposed mentor. (Total of 3 letters.)

What should my mentor include in their letter of support? The MSCR program expects you to receive a high level of research experience from your mentor. The following should be addressed: (1) The scope of research you will be doing. (2) How and why you would make a good addition to their research team. (3) The level of supervision/mentoring they will be providing to you. (4) What they are hoping YOU will gain from being on their project for a year.

How do I choose a mentor? Your mentor can be a current or future professional who matches your research interests. All students seek out and secure their own mentor, who is a faculty member at the University of Michigan. The Clinical Research Master's program does not provide one for you. If you are in need of guidance, please contact us.

What materials do I need to submit with my application?

1. You must complete a [Rackham Graduate School Application](#).

2. An **Academic Statement of Purpose** (no longer than **650** words) describing your reasons for interest in the program. Include your objectives, clinical and research interests and goals, and how acceptance into the MSCR program can help you accomplish these. This essay is read by the faculty and is used as an integral part of the admission decision process.
3. A **Personal Statement (500** words) describing your background and life experiences, including cultural, geographical, financial, educational or other opportunities or challenges which motivated your decision to pursue a graduate degree at the University of Michigan.
4. Your current **CV** or resume.
5. Unofficial **undergraduate transcripts** from degree granting institutions (uploaded in a PDF to the application).
6. **1 Letter of Recommendation** (uploaded separately directly from your recommender)
 - a. See above if you are an “outside” applicant
7. **1 Academic Release Letter/Letter of Recommendation** (sent separately, from the academic dean of your current school of enrollment – required for current UM students)
8. **1 Letter of support** from your chosen mentor

Who do I submit all my application materials to? All application materials should be submitted electronically along with your application. Your recommenders will submit their letters electronically as well. If any of them encounter difficulties, please have them contact Shannon Marshall, Admissions Coordinator, at marshsm@umich.edu, MICHR-EDU@umich.edu; or 734-763-1711.

How many credit hours is the MSCR degree? You will enroll in around 38 credit hours to complete a master’s degree in Clinical Research. These are spread across required core courses, a mentored research course, and electives.

Is the MSCR fully funded? For qualified applicants, MICHR currently has 9 positions that are fully funded by an NIH, TL1 grant. This funding currently covers your Rackham tuition and fees for the year, a living stipend, and a small award to be used for your research. Those who do not qualify to receive the NIH award are responsible for cost of attendance on their own.

Who is qualified to receive a fully funded spot? Admitted students who are US Citizens or Permanent US Residents; who are currently enrolled in an advanced health profession degree AT the University of Michigan. Those seeking a MD, PharmD, DDS, or other health related PhD, must apply for and complete the MSCR BEFORE they graduate from those respective programs.

I am a Medical School student; can I combine the MS in Clinical Research with my M4 year? Yes. However, at this time, those who choose the M4/MSCR option, are not eligible for TL1 funding from MICHR. There is also an additional cost of \$7,800 to cover spring/summer tuition.

When will I receive my stipend? You will receive your stipend at the beginning of each term. You will NOT receive any special payments earlier than that date to assist in covering your living costs. It is your responsibility to budget wisely and communicate with your collectors. You will not receive any additional funds from the program.

Do I receive any additional funds for course textbooks or course-packs? No. However, students are not restricted in what they use their stipend payments for.

What academic calendar does the MSCR follow? The MSCR follows the UofM central campus [academic calendar](#). Classes will begin in September, end in August, and follow all central campus holiday, exam, and study days.

I previously applied for residency and was approved for in-state tuition by my current college of enrollment.

Do I have to reapply for in-state tuition if admitted? YES. The residency application can be found here: <http://ro.umich.edu/residency-application.pdf>

What is an “NIH Commons Name”? The **eRA Commons** (*electronic research administration commons*) website, by the National Institutes of Health (NIH), that provides principal investigators and their research staff with online features and tools. If admitted you will need a “commons name” to access the NIH website.

- Please go to: <http://orsp.umich.edu/nih/>, and scroll down to “Begin the eRACommons Registration Process” to request your NIH Commons name.

Do I need an NIH Commons Name to complete the application? No. But you do need one once admitted to the program. We have found it beneficial for you to acquire this unique-name during the application process.

If I have any questions not covered in this FAQ, who can I contact? Please contact Shannon Marshall, Admissions Coordinator, at marshsm@umich.edu, MICHR-EDU@umich.edu, or 734-763-1711.