



DEAN'S LETTER (Medical Student Performance Evaluation; MSPE)

William M. Falls, Ph.D.
Associate Dean/Student Services



MSPE

- During your tenure in the College, particularly in the Clerkship Program, all of you will be exploring postgraduate training possibilities.
- ERAS (Electronic Residency Application Service) applications for residency require a MSPE and Dr. Falls is the College official who writes the letter on your behalf.



MSPE

- **Information is not released to any source outside the University without written authorization from you**
- **This also applies to requests for information after you graduate**



MSPE

- Assessment of a student's academic and clinical performance and professional attributes while in medical school.
- **Not a Letter of Recommendation!**



MSPE

- Forms required for writing of the Dean's Letter (MSPE) and authorization for Dean's Letter/ERAS materials to be released to outside sources:
 - *Authorization for Release of Information - Dean's Letter/Electronic Residency Application Service (ERAS)*
 - *Student Extracurricular Activities*
- *Forms can be found on the "Students" webpage under the STUDENT PORTAL link: Authorization Forms (Dean's Letter/ERAS)*
- *Due Date: end of Preclerkship Program.*



MSPE

- Once your forms are received, your personalized MSPE will be written and will include:
 - ***Student Grade Report***
 - ***percentage and percentile rank in each course during the Preclerkship Program***
 - ***course score (points earned/possible points) x 100 x # credits***
 - ***cumulative score for all courses (sum of course scores) and a quintile ranking (1st lowest – 5th highest) based on cumulative score during the Preclerkship Program***
 - ***Board Scores (COMLEX Level 1 and COMLEX Level 2 CE and PE examinations; USMLE)***



MSPE

- Personalized MSPE continued:
 - Information from Student Extracurricular Activities form:
 1. Honors/Awards (Scholarships, etc.)
 2. Publications
 3. Research
 4. Tutor/Teaching Assistant and Subject Area
 5. Volunteer/Community Service
 6. Class/Student Organization Offices Held
 7. College/University Committees
 8. Student Organizations



MSPE

- Personalized MSPE continued:
 - Background material from Admissions File:
 1. College(s) attended and degree(s)
 - Material from non-academic letters of recommendation received during Preclerkship Program



MSPE

- Personalized MSPE continued:
 - Clerkship Program Clinical Rotations (required and elective) – clinical instructor evaluation ratings and comments with regard to Clinical Skills and Professional Attributes
 - Clinical Enrichment Experiences – clinical instructor comments



MSPE

- MSPE Letters are drafted beginning in the fall of your third year with information from your academic and admissions files.
- Once Dr. Falls is notified by the College ERAS Representative that you are ready to apply, the MSPE is completed with information (ratings/comments) from Attending Evaluations for Required (R2)/Elective Clinical Rotations, as well as, information that you completed the Core Clinical Concepts(C3) curriculum and sent to the ERAS Representative for submission on your behalf.



MSPE

- ***If you have questions please contact:***

William M. Falls, Ph.D.

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517-353-8799

Bill.Falls@hc.msu.edu