

ESAIC EXCHANGE PROGRAMME

Application Guide

This guide is intended to help make your application process as smooth as possible. Please read it carefully.

We are always happy to help so don't hesitate to drop us an email at exchange@esaic.org if you need to.

This is a **very competitive** programme and the **better** your **application** is, the **better chance** you have of being **successful**.

Here are our top tips for a successful application:

- Make sure you collect all the relevant material you need: Reference letters and any other associated relevant documentation.
- Try not to wait until the last minute to apply. Send your application to us 3 - 4 weeks before the deadline so if there are any problems there is enough time to help you. Applying any earlier is unnecessary.
- Read the form very carefully to make sure you have answered/included everything that is requested.
- Fill out all sections to the best of your ability. You will be assessed according to your answers.

Application Checklist:

☐ Check your ESAIC membership

- Is your membership up to date? Are you currently an Active/Trainee member? Access your myESAIC profile with your credentials and settle your ESAIC membership if needed.

☐ Check eligibility

Are you a **Resident** (no less than a 3rd-year Trainee and no less than a 3rd-year Trainee and young Specialist in their first 5 years) or a **Specialists** (no less than a 4th-year Specialist or more senior) actively working in Europe?

□ Up-to-date application portal

- Check website: [ESAIC Exchange Programme](#) | [ESAIC](#)

□ 2 x [Personal Reference letters](#)

- Are they signed and dated? Is one from your Head of Department (mandatory)?

□ Host Centres chosen

- Residents - choose 3 in case your first choice is not available.
- Specialists – educational offers are very specific and mandatory prerequisites are necessary to be eligible. Carefully go through the educational offer document.
- Please note that you are not allowed to choose a centre in your own country.

□ Points to consider

- The ESAIC Exchange Programmes are open to ESAIC European residents and specialists who are successful in securing a scholarship, educational grant, or can afford their travel expenses, accommodation etc. The Association will not cover these expenses.
 - Can you understand and communicate in the Host country's language? For the latest language requirements, please check your Host Centre List for more details.
- We strongly recommend you to look for information about practical issues (housing, transportation, security) in the Host city prior to applying, as well as ensuring you will be able to get a visa to travel to the Host country.
- Please note that not all pregnant ladies are allowed to practice or enter the operating theatre (depending on the country).
- Please be aware that **medical registration with the GMC in the UK** requires you to have an I.E.L.T.S pass score of 7.5 or above or an Occupational English Test grade B or above. As studying for, and taking, the I.E.L.T.S or O.E.T exams can require a great deal of your time, please consider this before applying to a UK (or Ireland) centre.