2024 - 2025
Immersion Phase Registration

JULY 2024 – JUNE 2025

How to Register in Immersion Phase

STRUCTURE & SCHEDULE

YES (Your Enrollment Services)

http://yes.vanderbilt.edu

Quick access to…
- Enrollments and grades
- Send transcripts
- Enrollment dates
- Change address
- Degree Audit
- ***STUDENT REGISTRATION***

Visualizing the Enrollment Stack

	I	SEPT	OCT	NOV	DEC	JAN	II	FEB	MAR	APR	III	MAY	JUN
		ISC: Microbiology	ACE: Nephrology	ACE: Primary Care	FLEX: Step 2	Research		Research	Research	ISC: Community Health		ACE: Emergency Medicine	ISC: Injury, Repair, Rehab
		PLAN		FHD: IPE		FHD: QiPS1		FHD: QiPS2	FHD: QiPS3			FHD: QiPS4	
			LC3 LC4	LC5 LC6	LC7 LC8			LC1 LC2					

JUL	AUG	SEPT	OCT	NOV	DEC	JAN	IV	FEB	MAR	APR	MAY	JUN
AE: Away Rotation	AI: Medicine	ISC: Global Health	AE: Away Rotation	FLEX: Interviews	FIXED INTERVIEW MONTH	FLEX: Interviews		ACE: Palliative Care	AE: Intern Prep Course	FLEX: Off	Graduation!	Vacation!

Primary Enrollment: *ACE, ISC, AI, Research Immersion, FLEX*

Secondary Enrollments: PLAN, FHD units, Learning Communities units

42/28/7 Day Registration Deadlines

2024-2025 Immersion Phase Calendar				
		Student Registration Deadlines		
Section	**Dates**	*42-day* (ISC, AI, Certain ACE)	*28-day* (Most ACE, AE)	*7-day* (FHD, LC)
Section 07	July 1-26, 2024	5/20/2024	6/3/2024	6/24/2024
Section 08	Aug 5-30, 2024	6/24/2024	7/8/2024	7/29/2024
Section 09	Sept. 2-27, 2024	7/22/2024	8/5/2024	8/26/2024
Section 10	Sept. 30-Oct. 25, 2024	8/19/2024	9/2/2024	9/23/2024

42-day deadline
- Certain ACEs, All ISCs, All AIs

28-day deadline
- *Most* ACEs

7-day deadline
- FHD units, LC units

Section numbers correlate with the <u>month</u> in which the Immersion predominantly falls.

Choose the correct term
"2024-25 Year" = July 2024 to June 2025
(*Ignore* Fall, Spring, Summer)

Default:

❌

| 2021 Fall ∨ | All Sessions ∨ |

⚠ At this time, you are not eligible to enroll for this term.

| 2021-22 Year ∨ | All Sessions ∨ |

Correct:

🟢

| 2021-22 Year ∨ | All Sessions ∨ |

SEARCH	IN CART	ENROLLED	ENROLLMENT DATES
🔍	0.0 HRS	0.0 HRS	APR 29 2021

Effective Fall 2015, Vanderbilt University has introduced a new course catalog numbering scheme. For assistance with the translation between old and new numbers, please consult the Course Renumbering Lookup Tool.

Search Classes »

🔍 med 5760   [Search] Advanced

Medicine

MED 5760: ACE: Rheumatology — Electives

| 01 | 0.0 hrs | Clinical | ● 0/1 | MTWRF | 08:00a - 05:00p 01/04/2022 - 01/29/2022 | TBA | Chinratanalab, Sallaya | + |

Note: The add/drop deadline for this class is December 7, 2021.

| 02 | 0.0 hrs | Clinical | ● 0/1 | MTWRF | 08:00a - 05:00p 02/08/2022 - 03/05/2022 | TBA | Chinratanalab, Sallaya | + |

Note: The add/drop deadline for this class is January 10, 2022.

| 03 | 0.0 hrs | Clinical | ● 0/1 | MTWRF | 08:00a - 05:00p 03/08/2022 - 04/02/2022 | TBA | Chinratanalab, Sallaya | + |

Note: The add/drop deadline for this class is February 7, 2022.

| 04 | 0.0 hrs | Clinical | ● 0/1 | MTWRF | 08:00a - 05:00p 04/05/2022 - 04/30/2022 | TBA | Chinratanalab, Sallaya | + |

Searching for a class/rotation

Common search criteria
- Title
- Instructor (i.e. course director)
- Subject area (e.g. Surgery, Pathology, Pediatrics)
  - Typically tied to specific departments
  - ISCs are "Interdisciplinary" (IDIS)
- Attributes (e.g. ISC, ACE, etc.)
- Status (e.g. Open, Wait List, Closed)

NOTE: There is currently no **section-based** search.

Searching for a class/rotation

Registering for a specific class/rotation

- **Think of online shopping**
- **Click plus-sign to add to cart**
- **Click elsewhere on class to see more information**

Registering for a specific class/rotation

Class Detail

MED-5613-01 : ACE: Critical Care, VU
Class Number: 1892

Details

School:	School of Medicine	Term:	2018 Year
Career:	Medical Doctor	Session:	Electives
Component:	Clinical	Session Dates:	7/1/18 - 6/30/19
Hours:	0.0	Requirement(s):	MED 5020, IDIS 5613
Grading Basis:	Graded (H/HP/P/F)	Syllabus:	None
Associated Component(s):	Clinical	Books:	Book Information
Consent:	No Special Consent Required		

Availability

● **Open**

Class Capacity:	6
Total Enrolled:	3
Available Seats:	3
Wait List Capacity:	2
Total on Wait List:	0

Please note some seats may be reserved

Description

This course is a four-week experience in multidisciplinary critical care medicine from the perspective of internal medicine. The student will be expected to fulfill much of the role of a junior level house officer, but will be closely supervised by interns, residents, and a senior critical care fellow, as well as a critical care attending. The unit is a very active critical care facility which manages a wide variety of medical emergencies using extensive monitoring and support equipment. The emphasis is on pulmonary disease, infection, and renal dysfunction, but covers all aspects of critical illness, including endocrinology, nutritional support, cost containment, and ethical issues. Teaching rounds are given daily, and these are supplemented with didactic lecture-discussions several days each week. Fulfills the acute care course requirement.

Attributes

MED: Immersion Phase

Advanced Clinical Elective

Notes

The add/drop deadline for this class is December 10, 2018.

Meeting Times

TBA

Ad Hoc Meeting Times

Days	Time	Location	Dates	Instructor(s)
MTWRF	08:00a - 05:00p	TBA	1/7/19-2/1/19	Rice, Todd W. **(Primary)**

Close   Add To Cart

Registering for a specific class/rotation

Registering for a specific class/rotation

Class Cart « »

| EM 5950: ACE: Emergency Medicine | | | | | | Electives |
| 05 0.0 hrs | Clinical | ● 11/15 | MTWRF 08:00a - 05:00p TBA 05/13/2019 - 06/07/2019 | | Parekh, Kendra P. | Lei, Charles | Brumfield, Emily | |

Do Not Enroll
Enroll
Waitlist If Full
Submit

rop deadline for this class is April 1, 2019.

- **You must click "Submit"**
- **You may "submit" multiple enrollments at one time**
- **Watch for messages (good and bad) in lower right of screen**.

What are the Registration <u>Deadlines</u>?

https://medschool.vanderbilt.edu/md-gateway/

Under the class listing in YES Student Registration

Registering for a specific class/rotation

- **Click "Enrolled" to see actual enrollments with options to see waitlisted and dropped courses too.**

Registering for a specific class/rotation

- **Checkboxes let you filter for actual enrollments versus waitlisted and dropped courses.**

Un-Registering for a specific class/rotation

- **Subject to 42/28/7 day advance deadline**
- **Check the box and click "Drop" to drop.**
- **Or click the red minus to drop.**
- **Revisit "Enrolled" at the top to verify.**

Most Common Registration Errors

Error
RAD-5610-02: Time Scheduling Conflict for class
1513 and 2359, not enrolled. (14640,17)

Error
IDIS-5610-07: Department Consent Required to
Enroll in Class, Add Not Processed. (14640,38)
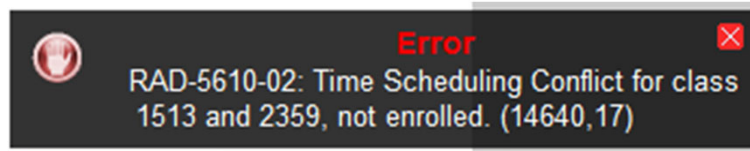
Time Scheduling Conflict error

You are attempting to register for a class that overlaps with an existing enrollment.
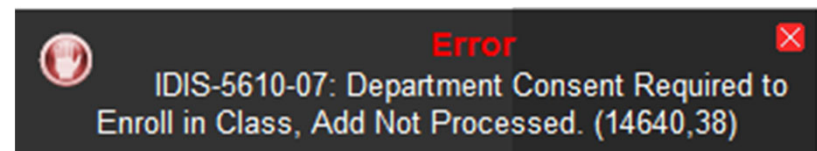
Department Consent error

You are attempting to register for a class that requires administrative enrollment. Acquire permission from the appropriate TEAM.

Waitlists

HOW-TO & DROP-IF-ENROLLED

Waitlist Basics

What is a waitlist?
◦ A waitlist is an "enrollment" in a full class. If and when a student drops a class that is full, the first student on the waitlist is automatically moved into that seat ___as long as there are no enrollment conflicts and enrollment for the class is still open.___

How do I waitlist?
◦ Choose the "Waitlist If Full" option instead of "Enroll" in your Class Cart.
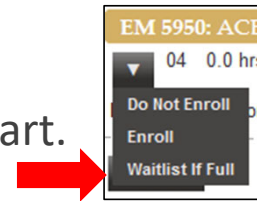
Does the waitlist system auto-drop my existing enrollment?
◦ Not by default; the waitlist enrollment ___MUST___ be setup using **"Drop-if-Enrolled"**

Drop-if-Enrolled

What is Drop-if-Enrolled?

The waitlist system does not, by default, auto-drop an existing enrollment if there is a conflict. Without a drop-if-enrolled feature, the following would occur:

Example: *You are enrolled in RAD-5610-11 and waitlisted for EM-5950-11. Another student drops from that section of EM and the waitlist system attempts to enroll you. The enrollment attempt fails because the existing RAD enrollment is in the same section.*

Example: *You are enrolled in MED-5735-01 and waitlisted for MED-5735-02. Another student drops from Section 02 and the waitlist system attempts to enroll you. The enrollment attempt fails because you cannot be enrolled in more than one section of that course.*

Drop-if-Enrolled gives you the ability to set 1 class to auto-drop if a waitlist spot opens.

Drop If Enrolled

Drop If Enrolled

Select a class from the list below to drop if ISC: Critical Illness is enrolled from the wait list.

IDIS 5613: ISC: Critical Illness						Electives
09 0.0 hrs	Clinical	⚠ 1/10	**MTWRF**	**08:00a - 05:00p** 09/03/2019 - 09/27/2019	TBA	**McGrane, Tracy J.	Pugh, Meredith E.**

Note: The add/drop deadline for this class is July 23, 2019.   *** IMPORTANT: This course has a minimum capacity of sixteen students. If the minimum is not met six weeks before the first day of class the course director may elect to cancel this section. ***

You can use the ⊕ icon to select a class or click the save button to continue.

Save   Remove   Cancel

IDIS 5100: ACE: Primary Care Medicine, VU						Electives
09 0.0 hrs	Clinical	✔	**MTWRF**	**08:00a - 05:00p** 09/03/2019 - 09/27/2019	TBA	**Gigante, Joseph	Miller, Matthew S.**

Note: The add/drop deadline for this class is July 23, 2019.

Drop If Enrolled

Drop If Enrolled

NOTE: the Drop-if-Enrolled trigger is eliminated if the waitlisted enrollment or the to-be-dropped enrollment is changed by the student.

More About Waitlists

- **You can waitlist for more than once class in the same section.**

- **Only one (1) drop-if-enrolled may be set per enrollment.**

- **Waitlists are intended to help you find a particular ACE or ISC, but not to obtain the perfect schedule.**

- **Waitlists are purged after the ordinary drop/add deadline**

- **Coming off the waitlist in a course (e.g. ACE: EM) automatically drops other waitlist enrollments for that course.**
  - Ex: waitlisted for MED-5701-03, MED-5701-04, MED-5701-05. Get the MED-5701-03 spot, system automatically drops the -04 and -05 waitlist enrollments.

Unique Registration Arrangements

MED 5700
ACE: Shade Tree

MED-5700-L; this is a longitudinal ACE

Student leaders will send enrollment procedures later.

IDIS 6010
(Research Immersion)

Self-service **drop** is **not** allowed.

Self-enrollment not allowed beyond Jan. block of 4th year

Drop requires permission from Medical Student Research team at vms.research@Vanderbilt.edu
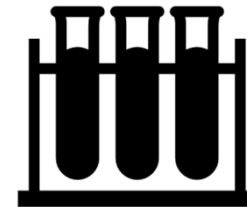
FLEX MONTHS

➢ Enroll yourself in the FLEX month course (*IDIS 0000*) in each section when you do not have a primary enrollment (ACE, ISC, AI, AE).

➢ The VUSM administration uses these FLEX enrollments to track student academic experiences in a given section and comply with federal financial aid regulations. If you're not in an Immersion and not in a FLEX month, what are you doing? ☺

➢ Immersion Phase Year 2 students have a mandatory FLEX enrollment in December (IDIS-100-REQD) for interviews.

Important Notes

ADDITIONAL DETAILS & UNIQUE DEADLINES

Integrated Science Courses

1. **Some ISC seats are reserved**
   ◦ For any given section of an ISC, some of the seats are reserved for each of the two Immersion Phase cohorts
   ◦ Can still waitlist in a section if a cohort's reserved seats are filled
   ◦ Saved seats only last until the start of open-to-all registration

2. **Register for at least two (2) ISCs**
   ◦ ISCs have a limited number of available sections
   ◦ Four (4) ISCs required to graduate
   ◦ Prevents scheduling issues in your final Immersion Phase year
   ◦ No ISCs allowed in April block (04) of 4th year

Universal Enrollments

1. **Fixed USMLE Step enrollment (Rising third-years)**
   - Listed as IDIS-5500-07 "USMLE Step Independent Study"
   - Blocks enrollment in Section 07 (July) and Section 08 (August)

2. **Week-Long courses (where applicable)**
   - Fall Week-Long FHD course -- Immersion Phase Year 1
   - Winter Week-Long EPA course -- Immersion Phase Year 1 & 2
   - Spring Week-Long course -- Immersion Phase Year 1

How to avoid late add/drop

➢**Own your schedule.**

➢**Monitor future enrollments to know what's ahead to give yourself the ability to be registrationally agile.**

➢**Monitor the immersions for which you're waitlisted.**

➢**Monitor your degree audit to know where you have holes to plug.**

Degree Audit

VISUALIZING COURSE REQUIREMENTS

Degree Audit Basics

What is Degree Audit?

◦ Degree Audit is a visualization of your progress, based on enrollments, through the Medical Doctor degree requirements. It covers all three phases of the curriculum (FMK, FCC, and Immersion).

Where can I find my Degree Audit?

◦ Login to YES (http://yes.vanderbilt.edu) and choose the "Degree Audit" link from the home screen.
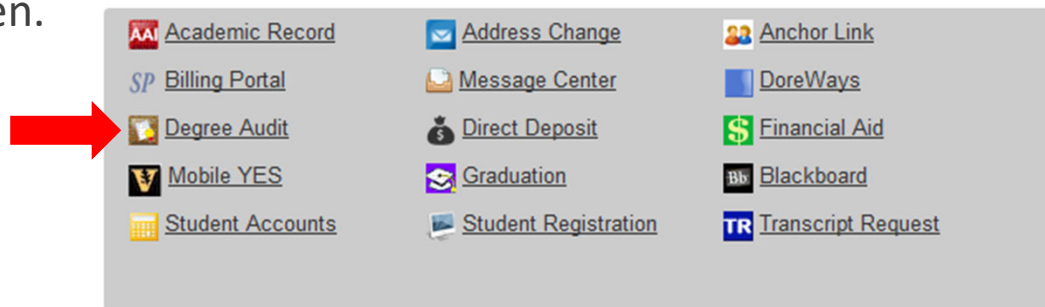
Degree Audit

Each overall requirement can be expanded by clicking on the requirement.

◦ A description of that component as well as the status of any sub-components (also expandable) will appear.

Degree Audit assumes successful completion.

◦ In order to properly render, the Degree Audit system assumes satisfactory completion of future enrollments.

Satisfied vs Unsatisfied.

◦ For each component of the audit, the system uses the color **GREEN** and "Satisfied" to denote successful completion of that requirement. The color **RED** and "Not Satisfied" denote a deficiency.

Audits can be refreshed manually.

◦ While the system automatically refreshes at least once a week, a manual refresh (to see how new enrollments affect your progress, for example) can be accomplished by clicking the "Refresh My Audits" button near the top of the Degree Audit screen.

Degree Audit

Immersion Phase ✖ Not Satisfied

Description: The Immersion Phase is a highly individualized period that builds upon the foundational knowledge acquired earlier, in a context that is most relevant to each student's individual interests. Immersion courses will solidify clinical skills; deepen foundational science knowledge through meaningful clinical engagement; allow students to dive into areas of personal learning needs and/or interest; expand knowledge and skills in leadership and scholarship; ensure readiness for residency; and enhance workplace learning skills. Students will select from a broad menu of courses including Integrated Science Courses, Advanced Clinical Electives, Acting Internships and Concentrations. During a portion of the immersion phase, students will participate in a three- to six-month mentored research experience, tailored around each student's particular research and clinical interests. The longitudinal curricular elements of Foundations of Healthcare Delivery and Learning Communities will remain integral to student development during the Immersion Phase.
Requirement(s):

Primary Care Check ✖ Not Satisfied

Acute Care Check ✔ Satisfied

Immersion Core ✖ Not Satisfied

Description: Minimum of 15 courses required over 22 months
Courses: 15 required, 9 taken, 6 needed

Integrated Science ✖ Not Satisfied

Acting Internship ✔ Satisfied

Advanced Clinical Experiences ✖ Not Satisfied

Description: Choose four Advanced Clinical Experiences (ACE) from the approved list.
Courses: 4 required, 2 taken, 2 needed

Satisfying Courses

Courses used to satisfy this requirement:

Course	Title	Units Earned	Term	Grade	Notes
EM 5950	ACE: Emergency Medicine	0	2018 Year		
RADO 5620	ACE: Radiation Oncology	0	2018 Year		

Research Immersion ✔ Satisfied

Competency and Interest-Driven Rotations - (Clinical) ✖ Not Satisfied

Competency and Interest-Driven Rotations ✖ Not Satisfied

Final Charge!

- **OWN YOUR SCHEDULE!**
  - **REGULARLY** review your schedule in YES to know **what** is coming in the future and **when**.

- **Adding to the Class Cart prior to registration is allowed and encouraged.**
  - **The "Submit" button will not be present until after registration begins; will need to reload page.**

- **Some open ACE spaces could be offered to visiting students in the future. If you know you want it, get it now.**

- **Target your "really want it" classes during initial registration, but have alternatives ready.**

Final Charge!

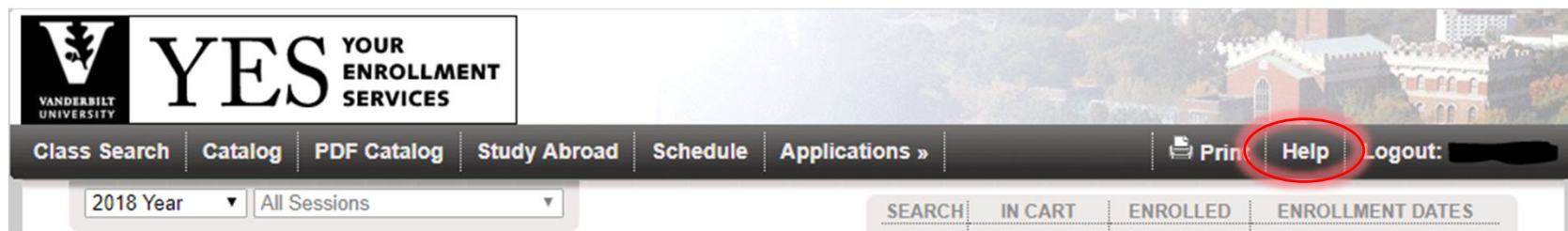- **Pay attention to registration error messages, especially prerequisite requirements, especially if you have additional clerkships to take in Year 3.**

- **Be mindful of registration deadlines that fall during breaks (Thanksgiving, Winter, etc.). See the class notes in YES for specific deadline.**

- **DO NOT contact course directors for enrollment questions unless specified in YES, especially in the case of past-deadline adds/drops/swaps.**
  - See Late Add/Drop Request page: https://medschool.vanderbilt.edu/md-gateway/late-add-drop-request/

- **Re-watch this presentation as needed.**

Final Charge!

- **Take Step 1 or Step 2 <u>BEFORE</u> the first day of immersion phase (Aug. 26, 2024). [If concerned, contact Dean Fleming for consultation.]**

- **If you have any known schedule deviations (e.g. delaying start to Immersion phase), be sure to account for that in your planning.**

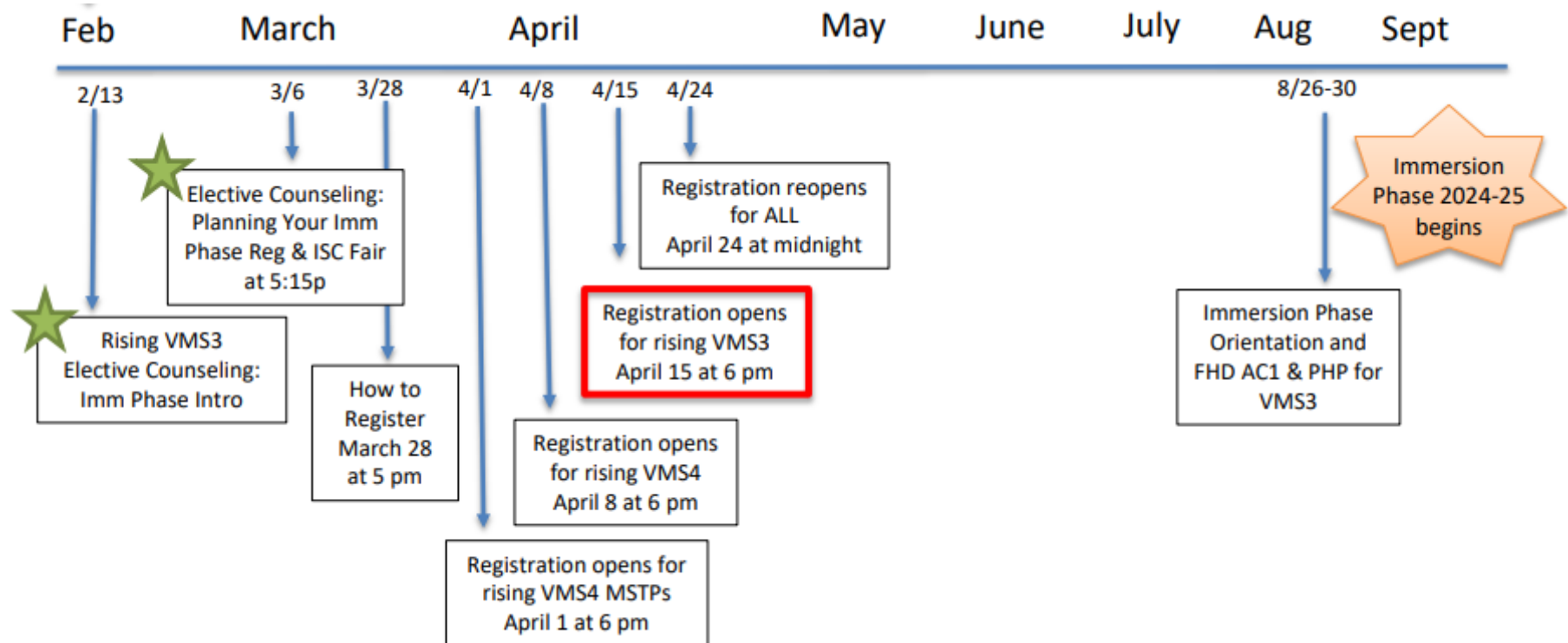- **Check YES to make sure you have NO enrollment holds!**

YES User Guides

Click the "Help" link on the main navigation bar within YES (https://yes.vanderbilt.edu)

Direct link: https://registrar.vanderbilt.edu/registration/yes-user-guides.php

When does registration open for your group?

Have a curriculum/degree requirement question?

Email the Immersion Phase team at:

immersion.phase@vanderbilt.edu

Have additional registration questions?

Email us at:

[*medregistrar@vanderbilt.edu*](mailto:medregistrar@vanderbilt.edu)