



**Applications are due March 15**

This checklist will help you to keep track of your application materials. Once all materials are complete, please send packet to:

SOMREO - MSCR Application  
MSC08 4560  
1 University of New Mexico  
Albuquerque, NM 87131-0001

Or email to [SOMREO@salud.unm.edu](mailto:SOMREO@salud.unm.edu)

**Applicant**

1. Letter/Personal Statement (2-3 pages)
2. Draft of Research Proposal (4-5 pages)
3. Your current CV

**Research Mentor (Thesis Advisor)**

4. Letter of commitment from Research Mentor
5. Mentoring Plan and Agreement (provided form)
6. Research Mentor's current CV/NIH Biosketch

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**For UNM Faculty or Trainee Only:**

**Dean, Department Chair or Program Director**

7. Letter of support from Dean, Department Chair or Program Director on department letterhead, addressing:
  - Career trajectory
  - Commitment to faculty position (if applicable)
  - Release time (50% for the first year)
  - Other support (e.g., research funds, book/supply fees, travel to scientific meetings, etc.)
  - Tuition support (if resident or fellow)