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How To

CHECK PERMISSION STATUS/PREREQUISITES

1. Visit the [Explore & Focus Catalog](#), click 'Explore and Focus Catalog'. Then search for the course you're interested in. A summary of the course will appear, along with the permission status.

Medical Students

- Medical Students
- Student Performance Dashb...
- Clerkship Graduation Audit
- Internal Record
- Student Service and Activity ...
- Explore and Focus Catalog
- E&F Clerkship Summary**
- E&F Clerkship Full Details
- Permission Only

Requirement

☐ Subinternship (Sub-I)

Keyword or Course Search

SURG 685 P-APC-S Cardiothoracic S... ^

surg 685

SURG 685 P-APC-S Cardiothoracic ...

Clerkship Detail

Surgery

SURG 685 P-APC-S Cardiothoracic Surgery

Credits: 1 - 25 ; max credits: 12.0

Requires Permission: Yes

Subinternship (Sub-I)

Serve as a subintern on the Cardiothoracic surgery service at the UWMC. Opportunity to participate in the full spectrum of perioperative care for both cardiac and thoracic surgery patients including end stage lung disease, heart failure and transplantation patients, with an emphasis on cardiopulmonary physiology and perioperative management. Participate in patient care while learning cardiopulmonary hemodynamics of cardiac and thoracic surgery. Participate in the open-heart procedures in the operating room. Opportunity to gain additional understanding of physiology of cardiopulmonary bypass.

Seattle, WA

2. To check prerequisites, right click on the course summary and select 'Drill Through', then 'E&F Clerkship Full Details'. The full catalog details will then appear, including prerequisite requirements.

SURG 685 P-APC-S Cardiothoracic Surgery

Serve as a subintern on the Cardiothoracic surgery service at the UWMC. Opportunity to participate in the full spectrum of perioperative care for both cardiac and thoracic surgery patients including end stage lung disease, heart failure and transplantation patients, with an emphasis on cardiopulmonary physiology and perioperative management. Participate in patient care while learning cardiopulmonary hemodynamics of cardiac and thoracic surgery. Participate in the open-heart procedures in the operating room. Opportunity to gain additional understanding of physiology of cardiopulmonary bypass.

Seattle, WA

- Copy
- Share
- Expand
- Collapse
- Add alert
- Show as a table
- Drill up
- Include
- Exclude
- Drill through**
- Unfreeze row headers

E&F Clerkship Full Details

Catalog Details

SURG 685 P-APC-S Cardiothoracic Surgery

Subinternship (Sub-I)

Serve as a subintern on the Cardiothoracic surgery service at the UWMC. Opportunity to participate in the full spectrum of perioperative care for both cardiac and thoracic surgery patients including end stage lung disease, heart failure and transplantation patients, with an emphasis on cardiopulmonary physiology and perioperative management. Participate in patient care while learning cardiopulmonary hemodynamics of cardiac and thoracic surgery. Participate in the open-heart procedures in the operating room. Opportunity to gain additional understanding of physiology of cardiopulmonary bypass.

UWMC

Credits: 1 - 25 ; max credits: 12.0

Offered: 4 weeks full-time. Grading Notes: High Pass/Honors eligible

Pre-Requisites: Completion of required Patient Care Phase clerkships

Requires Permission: Yes; Response Time: 5-10 Business Days

Permission & Availability Notes: None

Email Surgery, surgstus@uw.edu

Varies by site, please contact clerkship administrator.

Site is UWMC- Montlake

VIEW AVAILABILITY IN eVALUE

1. Log in to [eValue](#) and go to the 'Reports' tab, then click on 'Availability Schedule'

2. There you can filter for the timeframe and course you are intending to add. Ensure to select the correct curriculum, academic year, timeframe, and course. **Note that multiple timeframes and courses can be chosen to look at multiple options at once (hold Ctrl while clicking each choice).*

3. Once you click 'Search', the results will appear below.

for the curriculum based on the options chosen above. To view g

edule entries exist n availability)	You are scheduled in this Course and timeframe
TimeFrames	Autumn 4 wks: 09/21/26 - 10/16/26
	09/21/2026 - 10/16/2026
	0 of 2
S - Seattle, WA	1 of 1

No availability: If the first number is 0 (e.g., 0 of 1) no spots are available. The second number shows the maximum capacity.

Open availability: If there are positive numbers at the beginning of the sequence. (e.g., 1 of 1). The first number shows available spots, and the second shows the total capacity for that timeframe.

Submit a Schedule Add/Drop Request

1. Log in to **eValue** and go to the 'Schedule' tab, then click 'Manage Schedule Requests'

eValue University of Washington School of Medicine Program ID:4365

Home **Schedules** Evaluations Reports

Schedule Management | Schedule Optimization

Schedule Management

Search

Manage Requests

[Manage Schedule Requests](#)

2. Filter for the course you'd like to **add**. Ensure the curriculum, timeframe, and site are correct before submitting. **Note that if a course does not have availability, a pop-up window will appear, stating no spots are available for that timeframe. If pop-ups are not enabled on your browser, this will not occur.*

Manage Schedule Requests

Curriculum: Explore and Focus Curriculum 2026-27

Course: Anesthesiology - ANEST 654 APC Pain Medicine Eagle River, AK - NAPM [Show All](#)

TimeFrame: Autumn 4 wks: 10/19/26 - 11/13/26

Site: Northern Anesthesia and Pain Medicine - Eagle River, AK

Request Documents: [+](#)

Comments: [+](#)

[Submit](#) [Cancel](#)

EValue Keywords

P = Elective

APC = Advanced Patient Care

APC-S = Sub-Internship

3. To **drop** a request you made or currently schedule clerkship, click the red trash can button, then click 'OK' to complete the submission.

Drop Request

You are about to drop a schedule request.

Click 'OK' if you want to continue.

Comments:

[OK](#) [Cancel](#)

	Status	Request Type	Comments	Documents	Action	
EMRI - Boise ID	Upcoming	Scheduled Add			🗑️	
	Upcoming	Add	🗨️	📄	🗑️	
	Upcoming	Add	🗨️	📄	🗑️	
Hospital	Rejected	Add	🗨️			
LA	Past	Add	🗨️	📄		
LA	Past	Add	🗨️			
s: 09/08/25 - 09/19/25	09/08/2025	09/19/2025	Virtual - Seattle WA	Rejected	Add	🗨️
s: 08/10/26 - 09/18/26	08/10/2026	09/18/2026	UWMC	Upcoming	Scheduled Add	🗑️

4. Once the schedule change is submitted, the Registration office will process your request typically within 3-5 business days, sometimes longer during periods of high demand. Keep this in mind when submitting requests.

REASONS FOR REQUEST REJECTION

Permission Needed: Check the Explore & Focus Catalog to check permission status. Reach out to the department [clerkship administrator](#) for permission to add. Then, resubmit your request and attach your permission email as a PDF file. **Note that response time from each department varies, especially during periods of high demand. Keep this in mind when requesting permission and/or late add/drop permissions.*

Late Add/Drop required: Courses starting within 6 weeks require permission to late add/drop permission from the department clerkship administrator. Last day to submit changes without department permission is 12pm (PST), the Friday preceding the six-week start date of a rotation. A link to these deadlines is located in the 'Important Links' section of this document.

Spot Needed: The department must request a spot added for you in eValue if there is no availability shown. Please reach out to the department's clerkship administrator to have a spot added for you. Once the spot is added, resubmit your request.

Unavailable site/timeframe: Schedule change requests are processed as they are received. If the clerkship had a spot available at the time of submission, it is possible that another student may have requested the spot prior to you. We recommend periodically checking the availability of the course if it is highly desired.

Time conflict: Clerkships cannot be taken concurrently during the same timeframe. Submit a Drop for the conflicting course and re-submit the Add.

Missing Prerequisites: You cannot add clerkships if you have not met the prerequisite requirements. Please make sure to check the Explore & Focus Catalog to check course pre-requisites.

Required EM/NEURL exchange: The required Emergency Medicine and Neurology clerkships must have an equal add/drop. As in, if you submit an add or drop request for Neurology/Emergency Medicine, you must also submit an add or drop for your old Neurology/Emergency Medicine. Note that no changes will be made to your schedule if the course you want to add or drop is unavailable.

VIEW YOUR CLERKSHIP GRADUATION AUDIT

The [clerkship graduation audit](#) (also referred to as the Graduation Audit report, or GAR) can be used to view your current graduation requirement status, including the number of credits and grades for each course. Step & OSCE scores, clerkship exam grades, integration weeks, and transition to residency (TTR) grades are shown here as well.

The beginning of the audit will display your student information such as name, email, rank, expected graduation date, and enrollment status. If you are on a leave of absence, that status will appear here as well.



NOTE: This report represents schedule data as of 7/9/2026

ACADEMIC AFFAIRS DATA MART

Graduation Audit Report

Name	Student ID	Class	Current Rank	Expected Grad Date	Mentor
[REDACTED]	[REDACTED]	E23	MS4	06/11/2027	Kessler, Ross
Email	Pt. Care Entry	Conc. Degree	Specialized Pgm.	Status	Exp. Reason
[REDACTED]	03/31/2025			Enrolled	

The graduation audit is broken down into several sections:

- + **Patient Care** – displays courses taken during the patient care phase.
- + **Required EM and NEURL** – displays the clerkship taken that fulfills the Emergency Medicine and Neurology requirement.
- + **Subinternship** – displays the clerkship taken that fulfills the Sub-Internship (Sub-I) requirement. Note that:
 - › Sub-I credits in excess of 8 count toward Advanced Patient Care requirements
 - › Sub-I credits in excess of 16 count toward Clinical Electives
- + **Advanced Patient Care Clerkship** – displays the clerkship taken that fulfills the Advanced Patient Care (APC) requirement. Note that:
 - › APC credits in excess of 8 count toward Clinical Electives
- + **Clinical Electives** – displays the clerkships taken that fulfill the clinical elective requirement.
 - ! A maximum of 32 credits of E&F elective clerkships in a given specialty can be taken, please review the [policy](#).
- + **Time in Seattle Clinics** – displays the clerkships taken that fulfill the [Time in Seattle](#) requirement.

Requirements that have not been completed will appear in **red**.

- Clinical Electives				
20 of 40 taken or scheduled - 0 of 40 completed				
Time Frame	Course Credits	Final Grade	Complete Credits	Carry Over From
- EF Clinical Electives				
20 of 40 taken or scheduled - 0 of 40 completed				

The audit provides the summary of credits taken/scheduled. It is important to note that the taken or scheduled value includes the number of credits scheduled, but not completed. *Keep an eye on these numbers as you are completing your last year.*

CLERKSHIP SUMMARY	
136 of 156 taken or scheduled	92 of 156 completed

IMPORTANT LINKS

It's recommended to bookmark these in your browser for quick reference 😊

[Department Clerkship Contact Information](#) – contact information for each clerkship department

[eValue](#) – to submit schedule add/drop requests via the Manage Schedule Request tool and view availability

[Explore & Focus Catalog](#) – to view course prerequisite, permission requirements, and a detailed clerkship summary

[Clerkship Graduation Audit](#) – to keep track of your graduation requirement status

[Academic Calendar](#) – to view the current/upcoming calendars

[Add/Drop Deadline Cheat Sheet](#) – to view the add/drop deadlines for clinical coursework

[Credit Limit in Specialty Policy](#) – to review the repeated clerkship policy

[Student Instructions for eValue](#) – for more in depth instructions on how to add/drop and view availability