



Albert Einstein College of Medicine

Office of the Registrar
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Required Rotation/Site Exchange Form (MD)

All one-to-one required rotation exchanges must be finalized 4 weeks prior to the start of the rotation.

By signing this form, both students agree to an even exchange of the course, rotation dates, and site (if assigned) listed. If the site assignment has been distributed, as per policy, approval will not be granted until appropriate permission has been obtained from the course director and site leader(s). These switches require final approval from the Registrar.

Student's Name: _____ Banner ID: _____

Email: _____

Course Title: _____

Site: _____

Module and Dates: _____

Signature: _____ Date: _____

Student's Name: _____ Banner ID: _____

Email: _____

Course Title: _____

Site: _____

Module and Dates: _____

Signature: _____ Date: _____

Office Use Only:	
Date Received: _____	Date Reviewed: _____
Date Approved: _____	Completed By: _____