PARTICIPATING IN AN ELECTIVE LOTTERY

PLEASE NOTE: Registration & Student Records will inform students of their eligibility to participate in the lottery at the appropriate time.

An Elective Lottery can include multiple rosters, which are ranked in order of priority. For each individual roster, the lottery runs in a loop sequence from ascending to descending order and then descending to ascending (i.e. lottery # 1-N, N-#1). Rotations are assigned based on selection rank and seats available in each loop. When the lottery opens, students login to the interface and rank the offerings per their order of preference.

★ Important: Personal Schedule View

Note: Use your Schedule to guide your Elective selections!

Consult your schedule to select from the Blocks per Elective Rotation

Important: Your lottery selections should not include any conflicting Blocks

Important Considerations:

- Students must be enrolled in an ERS lottery in order to participate.
- Students will only be able to use ERS for Electives.
- Lottery numbers are randomly assigned.
- All lottery participants, regardless of which roster they’re assigned, follow the same process.
- All ERS activity is considered official and the Student Information System (SIS) will reflect ERS records.
- Once the lottery closes, the results will be run and ERS will generate the assignments.
- Once lottery results are released, ERS will update student schedules.
- Consult your Schedule so that you do not select Electives that have conflicting dates. If you are registered for a required rotation (e.g. core clerkship), please do not select a rotation during a block that will conflict with your preassigned course(s). **EXAMPLE:** If you are assigned a rotation for 6.29.15 - 7.26.15, do not select an Elective for the 7.13.15 - 7.26.15 block.

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Manage Schedule

Once the lottery closes and the results are run and released to the students, the Manage Schedule period will begin. Students will be able to drop, add and replace applicable Electives that were included in the lottery, depending on availability and up to **60 days in advance** of the Elective start. Students can modify their schedule for any Elective that is included in an ERS lottery, which satisfies the following criteria:

1. The elective start date is more than 60 days away.
2. The elective block does not conflict with any required courses.
3. The student has not previously taken the elective.

Important Considerations:

- The Manage Schedule period is only available once the lottery results are run and released.
- Any student who has a Bursar hold on their account might not be eligible for the Manage Schedule period.
- If your schedule does not display in the "Manage Schedule" view and your account does not have any Bursar holds associated, please submit a ticket via the MCIT Service Catalog.
- ERS is cross-browser compatible, however, the user experience is currently optimized for Google Chrome and Safari. Firefox might generate an alert box upon initial loading—simply click the ignore button if this window displays.

Frequently Asked Questions

How do I know which electives are included in the ERS?
The Registrar will email you the updated list of Electives at the appropriate time.

How will I receive my lottery number?
Once eligible and enrolled in an Elective lottery, your lottery number is available to you once you log onto the Elective Registration System (ERS).

Where can I find the descriptions of the Electives?
Elective descriptions may be found in the Elective Catalogue on the Registrar’s website. As fourth year students you have already met the pre-requisites for many of the Electives, however, some departments like, Radiology or Emergency Medicine require you to complete the departmental Selective prior to scheduling some of their Electives. In addition, the Department of Ophthalmology now requires students to take the two-week Ophthalmology Elective prior to taking the advanced Surgical Ophthalmology elective designed for students who wish to pursue a career in Ophthalmology.

Do I need to schedule an Elective for each month I have available in my schedule?
No. You can leave any, or all, of the block dates open by not choosing an Elective at this time. Students may continue to add Electives through ERS up to 60 days of the first day of the Elective. Remember to allot time in your academic schedule to complete your required 12-week concentration.

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**Which kind of Electives are not included in the ERS?**
Preceptorships, Research Electives and Away Electives are not part of the ERS. If you are interested in a Preceptorship or Research Elective, application forms are available on the Registrar’s website.

The forms must be completed and returned to Registration & Student Records for review and approval by the Senior Associate Dean for Medical Education.

**If I select the same rotation for different blocks, could I potentially be assigned the same rotation twice?**
No. You can (and should) make as many selections as possible, which might include the same Rotation for different Blocks or the same Block with different Rotations (or any combination thereof). The system will only assign available Rotations per seats available and your lottery number. The system will not assign duplicate rotations to your account. For example, if you selected Ophthalmology for March and Ophthalmology for April, and they’re both available, only your top preference will be assigned to your account.

**How many lottery selections should I make?**
Students should submit as many selections as possible based on their lottery number and their best judgment regarding preferences.

**Can I access ERS on my smartphone or iPad?**
ERS is accessible via smartphone and iPad, though the user experience is not optimized for these platforms. If you do access ERS using your smartphone, be sure to turn your phone sideways to see the entire Lottery Selections screen.

I've navigated to the Lottery Selection page but the Rotations and Blocks don't populate in the drop-down menus. What should I do?
In order to ensure that both Rotations and Blocks populate, please allow for the page to load all rows BEFORE clicking on the Rotation drop-down menu. This may take a few seconds but once the page is fully loaded, all rotations and blocks will display correctly.

**Will all of my lottery selections be assigned to my official schedule in SIS?**
No. For example, you can have 20 rotations as lottery selections, and let’s say only 3 of them were applicable as Lottery Results. The 3 rotations will then be synced with SIS. All things being equal, your account will reflect all 3 assignments. If you have a Bursar hold, or if for whatever reason you’ve made a selection which conflicts with something already on your schedule, the sync with SIS will fail and the rotation will not be added to your schedule.

My official SIS schedule has a preexisting course that I’d like to drop in order to take an elective; can I safely assume that if I’m assigned the elective for that block, my SIS schedule will be updated?
No. You'll need to address any administration questions with Registration & Student Records.

**When will the lottery results become available?**
Usually 48hrs after the lottery closes.