HLB Summer Research Program- 2015
Pre-Program Checklist: Items to be completed by Intern before program

Contact: Malana Bey
Office of Graduate Education
(216) 368-5655  mcb19@case.edu

Please complete and provide the following to Malana before ___May 1st________:

- CWRU Supplier Information Form (to obtain stipend)
- Housing Bill Agreement – deduction from stipend
- *Photo for ID
- Travel dates:
  - Arrive at CWRU, Date: __________
  - Depart from CWRU, Date:__________

- Program dates, if different from official: (official dates are May 26th – July 31st)
  - Actual Start Date: __________
  - Actual End Date:__________

* Photo requirements are
   1. The photo must be in color.
   2. Full-face frontal view and must fill at least 75% of photo.
   3. Plain white or light colored background.
   4. No hats or dark glasses.
   5. No obstruction of the face including head resting on hands.
   6. Digital photos must be 200(W) x 300 (H) pixels.
   7. Pictures must be no larger in size than 100 kilobytes (KB).
   8. Digital photo must be jpeg/jpg format.

For more information on the program itself and living in Cleveland, please visit the NHLBI Summer Research Program webpage at http://casemed.case.edu/omp/research/ and select “Program Participants Page” from the top drop down menu.