



FORM
Version 2021

Dear tutor,

We would like to thank you for your interest in our Global Action Project (GAP) Exchange program. Your collaboration is very important to us. This letter serves as an introduction to the Project Form and contains a privacy disclaimer.

The *International Federation of Medical Students' Associations (IFMSA)* is a non-profit, non-governmental organization representing associations of medical students internationally. IFMSA was founded in 1951 and is one of the world's oldest and largest student-run organizations. It represents, connects and engages everyday medical students from 137 National Member Organizations in 127 countries around the globe to shape a sustainable and healthy world.

IFMSA envisions a world in which all medical students unite for global health and are equipped with knowledge, skills and values to take on health leadership roles locally and globally. IFMSA unites medical students worldwide to lead initiatives that positively impact the communities we serve. IFMSA represents the opinions and ideas of future health professionals in the field of global health and works in collaboration with external partners. IFMSA builds capacity through training, projects and exchange opportunities, while embracing cultural diversity.

Our work is divided in four main global health areas: Public Health, Sexual & Reproductive Health including HIV/AIDS, Medical Education, Human Rights and Peace. Furthermore, each year, we organize over 15.000 Professional and Research Exchanges for our students to explore innovations in medicine and healthcare systems in different settings.

The Standing Committee on Research Exchange (SCORE) was founded in 1991 with the objective of giving students an opportunity to improve their skills in research in other learning settings. Presently, SCORE involves more than 80 active National Member Organizations, offering over 1.600 research projects to provide over 3.000 healthcare students worldwide the opportunity to participate in the IFMSA Research Exchange program and learn the basic principles of medical research such as literature studies, collecting data, scientific writing, lab work, statistics and ethical aspects related to the medicine. The aim of SCORE is to develop both culturally sensitive students and skilled researchers intended to shape the world of science.

The Standing Committee on Public Health (SCOPH) brings together medical students from all over the world to learn, build skills, cooperate, explore and share ideas to address all issues related to Public Health, including Global Health issues, health policies, health promotion, and education activities. Medical students of the IFMSA formed the Standing Committee on Students' Health (SCOSH) in 1952, driven by a strong will to take an active part in preventing and making policies concerning health problems. In 1983 the name of the Committee changed once more to the Standing Committee on Public Health (SCOPH). During these six decades, SCOPHeroes have implemented, maintained and improved a wide variety of community-based projects on a local, national and international level. Through these activities, we are pursuing our vision of a healthy society and we are developing our own potential of being complete and skillful health professionals.

The following disclaimer aims to explain how your data is used and stored. Please read the disclaimer carefully before filling in the Project Form.

Best regards.

Disclaimer

The purpose of the GAP Form is to collect information about an IFMSA Global Action Project. With the data collected in this Form, research exchange students applying for a SCORE exchange will gain a complete understanding of the research project and their role in the project while on exchange.

We collect the following personal identifiers: name, e-mail address and phone number of the tutor(s). The name of the tutor(s) is collected for the purpose of knowing under whose supervision the research exchange will take place. The e-mail address and phone number are only used by the Local and National Officers on Research Exchange of the hosting National Member Organization for the purpose of contacting the tutor(s) and will not be publicly viewable through the IFMSA Projects Database on the ifmsa.org website.

A GAP Form is sent for approval by the SCORE Supervising Board, SCOPH General Assistant and SCOPH Director after which the data is stored in a server owned by a web company based in a non-EU country and is publicly viewable through the IFMSA Projects Database on the ifmsa.org website. IFMSA is not responsible for any copies of the documents that are stored anywhere else except in the IFMSA Projects Database and the IFMSA Google Drive, which is only accessible to relevant IFMSA Officials and assistants.

The data is stored and visible for as long as the project remains an active IFMSA Research Project. The tutor will be contacted at least once per year by the relevant Research Exchange Officer or Public Health Officer to update the GAP Form or to obsolete the project. Once the project is marked obsolete, it will no longer be visible on the IFMSA Website, but will remain stored in the Exchanges Platform for one year. During this year, the obsolete project is only accessible to hosting National Officer(s) on Research Exchange and IFMSA Officials assistants through password protected accounts. After one year, the obsolete project will be permanently deleted. If you wish for any of your data to be deleted, you can email scored@ifmsa.org cc scophd@ifmsa.org with the subject [DATA]. However, if the request to delete the data is received before the exchange student participates in the research project, the student will not be able to take part in the research project.

By filling in and submitting the IFMSA GAP Form, you consent to the collection, storage and usage of the data in this GAP Form as outlined in the disclaimer above.

By filling in and submitting this IFMSA GAP Form, you also agree to the IFMSA Privacy Policy (ifmsa.org/privacy/) and the Exchanges Privacy Policy (ifmsa.org/exchanges-privacy/).

**STANDING COMMITTEE ON RESEARCH EXCHANGE
AND
STANDING COMMITTEE ON PUBLIC HEALTH**

OFFICIAL GLOBAL ACTION PROJECT EXCHANGE FORM



SCORE Project Form 2021

NMO	NORE name	NPO Name	Date of Submission
Fill in text	Fill in text	Fill in text	Fill in text

I. GENERAL INFORMATION

Name of the research project <i>(Highly specific and matching the aim of the project)</i>	Fill in text
Name and address of the departments <i>(Please include the full address of the department)</i>	Fill in text
Tutor(s): <i>(Please include the name of the tutors that are responsible for each aspect of the GAP research. Can be the same tutor for 2 different parts.)</i>	Theory: Fill in text Research: Fill in text Fieldwork: Fill in text
E-mail	Fill in text
Phone number <i>(please include the country code in the format: +XX)</i>	Fill in text

II. DESCRIPTION OF THE PROJECT

Please, provide the background of the project <i>(Provide information about the topic of the project, the idea behind it (not this project specifically); the <u>minimum</u> text length is 450 characters, <u>maximum</u> 1500 characters)</i>	Fill in text
What is the aim of the project? <i>(Highly specific: purpose? the <u>maximum</u> text length is 250 characters)</i>	Fill in text

<p>What is the role of the student and what are the general tasks expected to be fulfilled by him/her during the GAP exchange?</p> <p><i>(Provide examples and avoid abbreviations; which tools will be used in general in this project? the minimum text length is 250 characters, maximum 2000 characters)</i></p>	Fill in text
<p>What are the practical skills and the knowledge the student will acquire during the GAP exchange?</p> <p><i>(Provide examples and avoid abbreviations; the minimum text length is 250 characters, maximum 2000 characters)</i></p>	Fill in text
<p>For the use of students considering participating in the project, further information can be found from the following articles</p> <p><i>(Please add specific articles in an appropriate referencing style (e.g.i.e APA, Vancouver,...))</i></p>	Fill in text

III. STUDENT'S INVOLVEMENT		
Training		
<p>What kind of training will be provided?</p> <p><i>(Please describe: The topic of the teaching, The way it will be provided (lecture/seminar/reading material) and Who will be providing it. Check the box if the projects have it)</i></p>	<input type="checkbox"/>	Lectures Topics: By:
	<input type="checkbox"/>	Courses Topics: By:
	<input type="checkbox"/>	Seminars Topics: By:
	<input type="checkbox"/>	Other :
<p>Duration</p> <p><i>(Minimum 4 Hours theoretical teaching)</i></p>	Fill in number hour	
Fieldwork		
<p>What kind of work is the student expected to do for the fieldwork?</p> <p><i>(Please, provide a detailed explanation, provide examples of tasks which the student has to accomplish)</i></p>	Fill in text	
<p>Location</p>	Fill in text	
<p>Duration</p> <p><i>(Minimum 5 days)</i></p>	Fill in number days	
Research		
<p>What techniques and methods are used? Mention the steps/stages in this project.</p>	Fill in text	

(Provide examples and avoid abbreviations; which tools will be used in general in this project? the minimum text length is 250 characters, maximum 2000 characters)

What is expected from the student at the end of the exchange? And what will be the general outcome of the student?
(Check all that apply)

- ☐ To prepare a scientific report / ☐ presentation / ☐ poster / ☐ abstract
☐ The student's name will be mentioned in a future publication
☐ The student will have the opportunity to present the results together with the supervisor at a conference

IV. REQUIREMENTS

What skills are required of the student?	Fill in text	
Is there any special knowledge or a certain level of studies needed?	<input type="checkbox"/> Subjects passed: <input type="checkbox"/> Previous experience with: <input type="checkbox"/> Certificate of: <input type="checkbox"/> None	
Are there any legal limitations in the student's involvement?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
If yes, what are the limitations? (<u>maximum</u> 450 characters)	Fill in text	
Language(s): Which languages are or accepted?	Required: English Accepted: Fill in text	
Which type of student will you accept to the project? (Check all that apply)	<input type="checkbox"/> Medical students <input type="checkbox"/> Graduated students (less than 6 months prior to the research exchange) <input type="checkbox"/> Pre-medical students (in case of countries where the preclinical years are considered a different degree). <input type="checkbox"/> Students in biomedical fields	
For the use of students considering participating in the project, further information can be found from the following articles (Please add at least one specific article that is not a book, with correct reference)	Fill in text	

V. SCHEDULE	
Duration of the project	<input type="checkbox"/> 4 weeks <input type="checkbox"/> 8 weeks
How many hours of work per day? <i>(6 hours minimum per day)</i>	Fill in number hours
Available months	<input type="checkbox"/> January <input type="checkbox"/> February <input type="checkbox"/> March <input type="checkbox"/> April <input type="checkbox"/> May <input type="checkbox"/> June <input type="checkbox"/> July <input type="checkbox"/> August <input type="checkbox"/> September <input type="checkbox"/> October <input type="checkbox"/> November <input type="checkbox"/> December
How many exchange students can you accept to the project at the same time? <i>(Per exchange period)</i>	Fill in number

VI. SPECIAL REMARKS
<i>If you would like to have a conference call with the student beforehand, you can state it here</i>
Fill in text

Thank you for your contribution!

VII. PROJECT STATUS	
<i>Filled in by SCORE Supervising Board members and SCOPH General Assistant only</i>	
Accepted	<input type="checkbox"/>
To be revised	<input type="checkbox"/>
Rejected	<input type="checkbox"/>

