

## **Frankel Cardiovascular Center (CVC)**

### **Administrative Fellowship**

#### **Frequently Asked Questions**

##### **1. What are the educational requirements for the fellowship?**

Candidates must have a graduate degree in Healthcare Administration, Nursing, Business, Law, Public Policy, or appropriate advanced degree. All accredited programs are acceptable (no specific accrediting body required).

Candidates do not have to be a recent graduate of their program or affiliated with the University of Michigan to apply.

##### **2. What qualifications are used to select an Administrative Fellow?**

Required qualifications for our fellows are outlined in our [Job Description document](#).

##### **3. Is there a page limit for resumes?**

No. We advise you to follow best practices for an effective resume.

##### **4. Can my recommender send their recommendation letters directly to you?**

We prefer all application materials to be sent as one pdf document, including recommendation letters.

However, if any of your recommenders are only willing to send letters directly to us, we can accommodate that. It is the candidate's responsibility to ensure that all recommendation letters have been submitted to [fcvadminfellow@med.umich.edu](mailto:fcvadminfellow@med.umich.edu) by the application deadline. Please have your recommenders address the letters as indicated on our website.

## **5. Does the Frankel CVC Administrative Fellowship sponsor visas for international candidates?**

Unfortunately, due to the nature of the fellowship position, we are unable to sponsor H1-B visas or green cards for the duration of the fellowship program.

If you have a valid visa that extends at least two years post-graduation (e.g. STEM-OPT), you may still be eligible for the program. For STEM-OPT, you will need to demonstrate that the scope of your work during the second year of the administrative fellowship will meet the conditions of “practical work experience related to their STEM field of study.” If you believe that the fellowship aligns with your academic background and meets the criteria for both regular OPT and STEM-OPT, you may be eligible for our fellowship program.

We strongly encourage you to consult with the International Center at your academic institution to confirm whether your visa status and the fellowship program requirements are compatible.

## **6. How is the Frankel CVC Administrative Fellowship different from the Michigan Medicine Administrative Fellowship?**

The Frankel CVC is part of Michigan Medicine, so our fellowship programs are aligned in many aspects. Our fellows attend many of the same executive level meetings as the Michigan Medicine administrative fellows and share orientation itineraries.

However, our Frankel CVC Administrative Fellowship has a different curriculum as well as mentorship structure. Our fellows are well-integrated into the daily operations and projects of our Frankel CVC administrative team and have a project portfolio that focuses on cardiovascular care. You can find more details on the responsibilities along with learning and experience objectives specific to our fellowship program in our [Job Description document](#) and [Frankel CVC Administrative Fellowship Project Examples](#)