



Credentials Review Request Form

Complete this form and return it along with the required documents to:
ABMG Credentials Committee, 9650 Rockville Pike, Bethesda, MD 20814-3998

ADVISORY NOTE: The American Board of Medical Genetics (ABMG) Credentials Committee reviews applications based on the requirements for ABMG **certification** only, not eligibility requirements to enter a training program. Training program requirements are set forth by the program director. You must contact individual programs for their requirements. The ABMG does not limit or influence which trainees the programs accept; ABMG only comments on a trainee's *eligibility to sit for the ABMG certification examinations*.

Instructions: Write legibly, preferably in block letters/print. Complete all applicable fields and be sure to send all required documents at one time to the ABMG. **Incomplete requests will be returned without being reviewed.** Credentials reviews take between 6 to 8 weeks from time of receipt. A response will be mailed to the address you provide below.

Full Name [Last name, First Name]: _____

Mailing Address: _____

E-mail Address: _____

Telephone [during business hours]: _____

Indicate in which area(s) of specialization listed below you have been trained or are currently being trained [check all that apply]:

Clinical Genetics (MDs only)

Clinical Genetics

Laboratory Genetics (MDs and PhDs)

Clinical Biochemical Genetics

Clinical Cytogenetics

Clinical Molecular Genetics

Checklist of Documents:

For Laboratory Genetics Applicants

- Transcript review from an organization such as WES or AACRAO or the equivalent, or ECFMG certificate
- Copy of your doctoral diploma and a transcript of your doctoral degree
- Curriculum vitae with bibliography that includes dates and location of undergraduate education, doctoral education, post-doctoral training, and professional employment
- TOEFL-iBT examination scores, which must be current within two years of your entering an ABMG-accredited training program or applying for ABMG certification. The total *minimum* passing score for the four-part exam is **85**. You must also achieve a minimum score of **23** on the speaking portion of the exam. It is acceptable for you to have the official TOEFL-iBT examination scores sent directly to the ABMG Administrative Office. If this is the case, be sure to check the box below:
 - I am having my TOEFL-iBT examination scores sent directly to ABMG

For Clinical Genetics Applicants

- Copy of ECFMG certificate
- Copy of your doctoral diploma and a transcript of your doctoral degree
- Curriculum vitae with bibliography that includes dates and location of undergraduate education, doctoral education, post-doctoral training and professional employment
- Verification of graduate medical training* [check one]:
 - Copy of certificate of graduate medical training
 - Letter from the director of the graduate medical training program stating the inclusive dates and the amount of time spent in the training program
 - Verification of board certification from the country in which graduate medical training was received

* If the Credentials Committee grants 1 year of graduate medical training equivalency, you must then complete 12 months of full-time training in an ACGME-accredited residency program in an area other than clinical genetics. If no graduate medical training equivalency is granted, you must complete 24 months of full-time training in an ACGME-accredited residency program in an area other than clinical genetics or 48 months of full-time training in an ACGME-accredited 4-year clinical genetics residency or 60 months of training in a combined Clinical Genetics/Pediatrics, combined Clinical Genetics/Internal Medicine, or combined Clinical Genetics/OBGYN residency program.

Signature: _____ Date: _____