

TRAUMA ACUTE CARE SURGERY EXTERNSHIP

JUNE 1-12, 2026

Welcome to the 2026 Trauma Acute Care Surgery (TACS) Externship. We are excited that you are applying to join this educational experience. The full application consists of five required elements, all of which must be received no later than **January 31, 2026**.

APPLICATION PROCESS

1. Trauma ACS Externship Application

- Complete all requested information in the online application form
- You will need the following information:
 - Your contact information
 - Post Secondary School Information
 - Character Reference Letter contact Information

2. Professional Character Reference Letter

- Submit **one professional character reference letter**
- The letter should be:
 - Written by someone who knows you well in a professional capacity and can speak to your responsibility and reliability
 - Well-written and reflect a high level of professionalism
- The reference letter **must come directly from the writer** to us electronically

3. Résumé or Curriculum Vitae (CV)

- Limit your résumé/CV to **2–3 pages**.
- Submit electronically with your other application materials.

4. Personal Essay

Answer the following three questions in your essay:

1. *What are your professional goals?*
2. *How would the externship help you achieve those goals?*
3. *Why do you believe you should be selected for the externship?*

Formatting Requirements:

- Include your name and address in the upper right-hand corner of each page
- Use Arial or Times New Roman, 12-point font, double-spaced, with 1-inch margins
- Maximum length: **two pages**
- Submit electronically with your application materials

5. College Transcript(s)

- Request your **official transcript(s)** from your college or university to be sent **directly to** mamoona.arifrahu@inova.org
- You must be currently enrolled in the Spring 2026 semester
- Only rising sophomores, juniors, or seniors will be considered for a review



DEADLINE

It is your responsibility to ensure that **all five required elements** are received by **January 31, 2026** for your application to be considered complete.

Required Application Materials:

1. Application
2. Professional Character Reference Letter
3. Résumé or Curriculum Vitae (CV)
4. Personal Essay
5. Official School Transcript(s)

EXTERN SELECTION

Externs will be selected by **March 31, 2026**, and decisions will be communicated by email. If you are offered a position but fail to confirm your acceptance by the stated deadline, your spot will be offered to an alternate candidate.

SUBMISSION:

All application materials must be submitted **electronically** to:

✉ mamoona.arifrahu@inova.org