



Office of Graduate Medical Education  
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**Robert Smolen, Ph.D.**  
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*Secretary*

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**MEMORANDUM**

**DATE:** April 22, 2005

**TO:** Visiting Medical Students

**FROM:** Robert Smolen, Ph.D.  
Associate Dean for Graduate and Community Education

**RE:** Housing Options & Assistance

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Congratulations on your decision to do an elective rotation on our campus. Here are some options/ideas about housing for your stay:

- Option 1: Request assignment by our Academic Affairs Office to dorm style housing at OSF Saint Francis Medical Center, which is provided free of charge to you on a “space-available” basis. This housing consists of rooms with common showers, and a microwave and apartment size refrigerator. The rooms are shared by two or three visiting students.
- Option 2: Request a listing from our Academic Affairs Office of the rental properties available to students in our area. Should you choose this option, the Graduate Medical Education Office will reimburse you for up to \$200 of your actual rental expense. To claim reimbursement, you must submit to the Graduate Medical Education Office an original receipt showing what you paid for your housing. Please note that it takes 2 to 4 weeks for reimbursement checks to be processed.
- Option 3: Contact the Graduate Medical Education Office to see if Host Housing is available. This is housing provided free of charge to visiting students by our faculty and residents.

We hope that one of these options will be helpful to you, and we wish you a rewarding and successful visit to our campus. If you have any questions about housing, please address them to Sandy McGee (309-671-8412) or Lisa Collins (309-671-8450). Thank You.