Affiliation Agreement

The process of obtaining a contract may take up to 16 weeks depending on the length of time needed for the School of Nursing and the UMHS Contracting Office to reach an agreement of terms. Please submit the contract request using the following deadlines:

1. 6/1 for fall term
2. 9/15 for winter term
3. 1/2 for spring/summer term

This will ensure adequate time for contract completion, enrollment of your school in ACEMAPP (if needed), and submission of your placement request.

Please send the required information listed below to clinicalplacement@med.umich.edu so that the process of obtaining the contract can begin.

- Name of person at school who will facilitate the contract*
- Title
- Address
- Phone number
- Fax number
- Email address
- Start and end date of student’s clinical placement

*This should NOT be your instructor/advisor’s information unless they are the person who also facilitates the contact.

Schools we are unable to negotiate a contract with (i.e., we cannot accept nursing students at UMHS from these programs)

1. Metropolitan State University
2. Walden University
3. Loyola University-New Orleans

Last Reviewed: 05/10/2017