



MyIntealth™ Applicant User Guide: Electronic Residency Application Service® (ERAS®) Support Services

Table of Contents

1 ERAS Support Services at ECFMG.....3

1.1 Request an ERAS Token..... 3

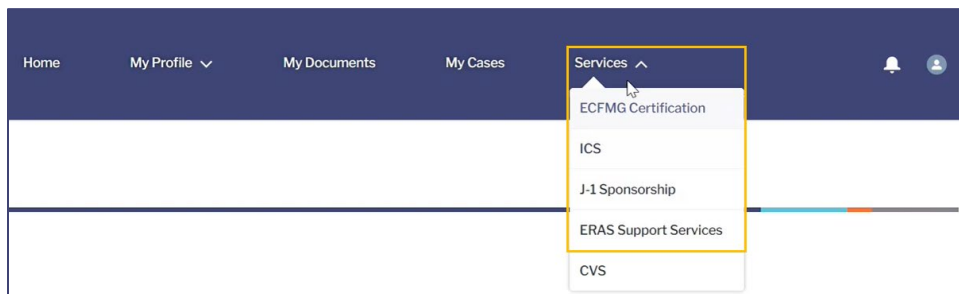
1.2 Upload a Supporting Document to ERAS Support Services7

1.3 Request a Transcript Transfer from the ECFMG Certification Record to the ERAS Application 9

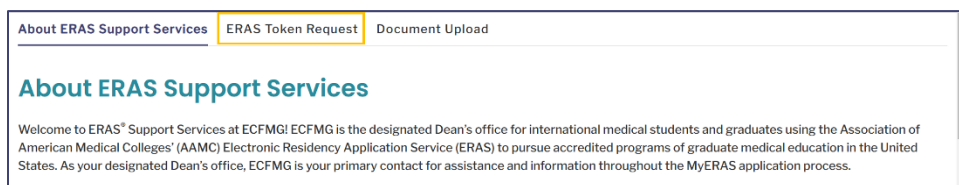
1 ERAS Support Services at ECFMG

1.1 Request an ERAS Token

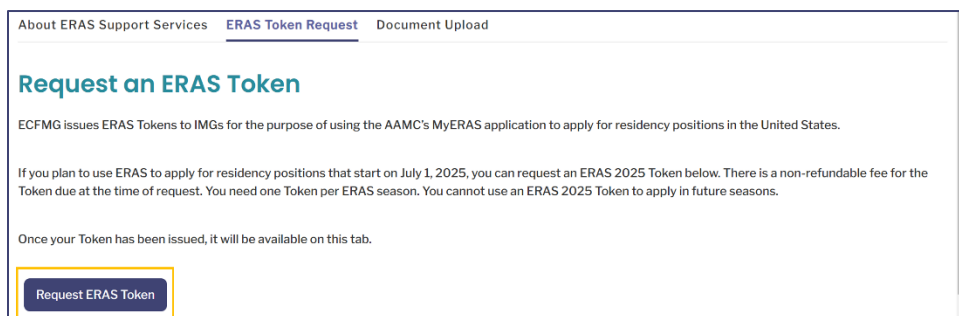
Step 1. From the **MyIntealth Applicant Portal** homepage, in the top banner, click **Services**, and select **ERAS Support Services** from the dropdown menu.



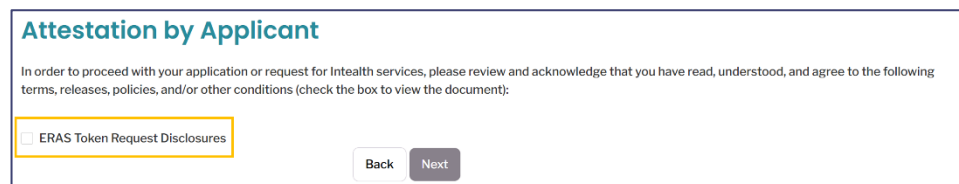
Step 2. The **About ERAS Support Services** page opens. Click the **ERAS Token Request** tab.



Step 3. Click **Request ERAS Token**.



Step 4. A new page appears with information about the **ERAS Token Request Disclosures**. In order to review the information, click the **ERAS Token Request Disclosures** checkbox, and review the subsequent documentation.



Step 5. Review the documentation, and click **Accept**. You may also download or print this file.

ERAS Token Request Disclosures



Intealth™
Advancing the Global Health Workforce

Attestation by Applicant

ERAS Token Request Disclosures

ECFMG, an Intealth division, generates the ERAS Token upon your request and payment of the Token fee, receives your supporting documents, and electronically transmits this material, as well as an ECFMG certification status report and official USMLE transcript if you have requested one, to the Association of American Medical Colleges (AAMC) for retrieval by each residency program you have designated. Intealth has no responsibility for ensuring that your application is complete, or meets specific requirements of a particular residency program; for delays caused by software or computer problems beyond our control; or for whether a program accepts your application or selects you for a position. Intealth has no responsibility for your application after having transmitted your application materials to the AAMC. Submission of any falsified or altered document to ECFMG is an example of irregular behavior. A determination by ECFMG that an individual engaged in irregular behavior may be sufficient cause to bar an individual from ECFMG Certification or revoke an ECFMG Certificate or take other appropriate action. ECFMG will send notice of a determination of irregular behavior to the appropriate authorities.

Step 6. Click **Next**.

Attestation by Applicant

In order to proceed with your application or request for Intealth services, please review and acknowledge that you have read, understood, and agree to the following terms, releases, policies, and/or other conditions (check the box to view the document):

☒ ERAS Token Request Disclosures

Step 7. A new page appears with sections regarding **Contact Information** and **Citizenship Status**. Review the information and click **Next**.

Contact Information

Please review your contact information below. If any information is incorrect or needs to be updated, you must go to My Profile and make the necessary changes now. Please note that submitting certain changes to your identity information will need to be reviewed and approved before you can continue with this application. If you confirm that the contact information in your profile is correct as listed below, click **Next**.

Country

Syrian Arab Republic

Citizenship Status

Physicians who do not hold citizenship or permanent residency status in the United States must secure status in a valid U.S. visa classification to participate in programs of U.S. graduate medical education (GME). There are various visa/immigration options available to foreign national physicians who seek to participate in U.S. GME. Each visa classification carries distinct regulatory requirements and obligations specific to the foreign national, the visa sponsor, and/or the training institution or employer. It is important to note that eligibility for a particular visa classification should not be presumed. In the case of ECFMG J-1 visa sponsorship, a determination of eligibility cannot be made until a full J-1 visa sponsorship application is made and supporting documentation is reviewed.

- a. If any **Contact Information** needs updating, use **My Profile -> Contact Information** from the top banner.

Step 8. The **Degree Medical School Confirmation** information appears. Indicate if your **Degree Medical School** (listed above) is correct.

Degree Medical School Confirmation

Please review the Degree Medical School information in your profile.

Degree Medical School  St. George's University School of Medicine

Is the Degree Medical School displayed correct?

☐ Yes

☐ No

- a. If you select **No**, follow the on-screen instructions to resolve the error. You **cannot** proceed with your ERAS Token request until all information is correct.

Step 9. Click **Next**.

The screenshot shows the 'Degree Medical School Confirmation' page. It asks the user to review their Degree Medical School information. A dropdown menu shows 'St. George's University School of Medicine'. Below this, it asks 'Is the Degree Medical School displayed correct?' with 'Yes' and 'No' radio buttons. At the bottom, there are 'Back' and 'Next' buttons, with the 'Next' button highlighted by a yellow box.

Step 10. The **ERAS Token Request Summary** page appears. Review the information and click **Next**.

The screenshot shows the 'ERAS Token Request Summary' page. It contains text explaining that the user is about to request an ERAS 2025 Token for a residency position starting in July 2025. It also states that the token fee is non-refundable and that other fees may apply. At the bottom, there are 'Back' and 'Next' buttons, with the 'Next' button highlighted by a yellow box.

Step 11. The **Review Your Cart** page appears with an overview of your **Cart Items**.

The screenshot shows the 'Review Your Cart' page. It includes instructions to review cart items and proceed to payment. An 'Important Note' states that navigating away from the screen may clear responses. Below this is a table titled 'Cart Items' with columns for 'Product' and 'Total'. The table lists 'ERAS Residency Token' with a price. At the bottom, there are 'Previous' and 'Proceed to Payment' buttons, with the 'Proceed to Payment' button highlighted by a yellow box.

Step 12. Click **Proceed to Payment** at the bottom of the screen.

The screenshot shows the bottom of the 'Review Your Cart' page. It displays the 'Total: \$' followed by a blurred amount. Below this are 'Previous' and 'Proceed to Payment' buttons, with the 'Proceed to Payment' button highlighted by a yellow box.

Step 13. Select your payment method, **Card** or **Bank Account**, and enter payment.

Step 14. Once you have entered all required information, click **Pay \$**.

Step 15. Once the payment is successfully processed, a **Thank You!** confirmation message displays, and an email confirmation message is sent to your email address on file.

- a. It is recommended that you document this request's case number (**C-#**) for future reference.

Step 16. Click **Next** to complete the application and return to the **About ERAS Support Services** page.

Step 17. To access your ERAS Token, click **ERAS Token Request**.

Step 18. The **ERAS Token Request Information** appears.

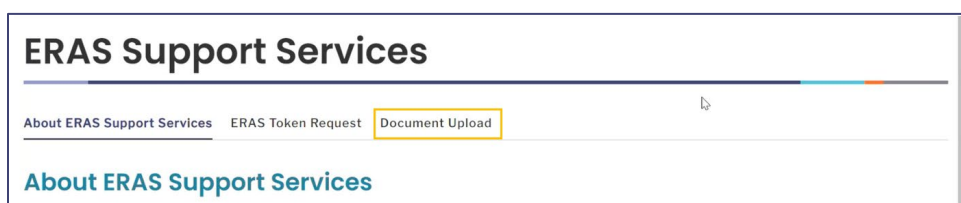
Note: You must register this Token at **AAMC's MyERAS** to begin working on your **ERAS** application. Once your ERAS Token has been issued, follow the [linked instructions](#) to register it.

1.2 Upload a Supporting Document to ERAS Support Services

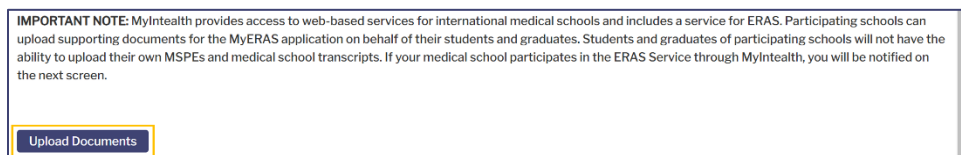
Step 1. From the **MyIntealth Applicant Portal**, in the top banner, click **Services**, and select **ERAS Support Services** from the dropdown.



Step 2. The **About ERAS Support Services** page appears. Click **Document Upload**.

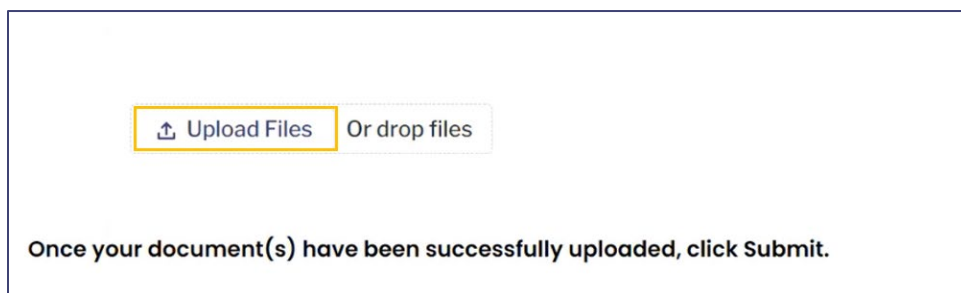


Step 3. Review the information and click **Upload Documents**.

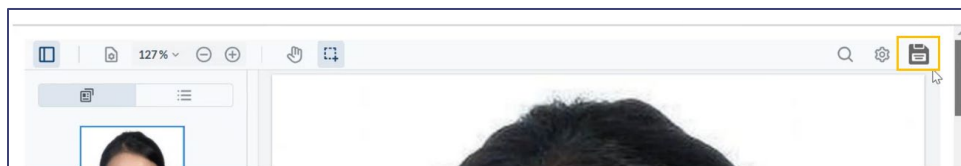


Step 4. Review the instructions for uploading and scroll to the applicable document upload section. Use the following instructions to upload a document.

a. Click **Upload Files** and select a file to upload.



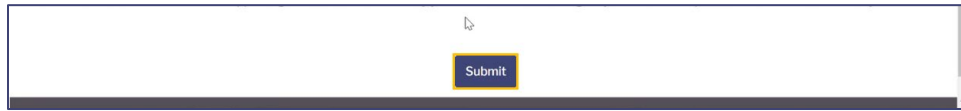
b. A preview of the document appears. Click **Save** (disk icon).



- c. Repeat this process for any additional sections if applicable.

It is important to note that not all documents have to be uploaded simultaneously and can be uploaded over time.

Step 5. Click **Submit**.

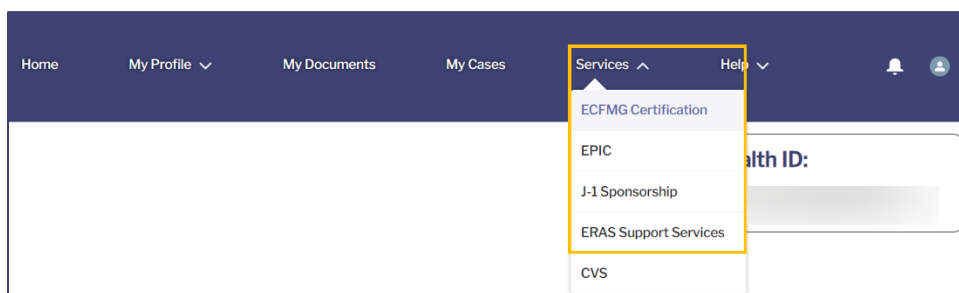
A screenshot of a web interface for document upload. It features a large, empty rectangular box with a thin blue border, intended for a document preview. A mouse cursor is positioned over a small, dark blue button with the word "Submit" in white text, which is located at the bottom center of the preview box. A vertical scrollbar is visible on the right side of the box.

Step 6. The document is saved and submitted.

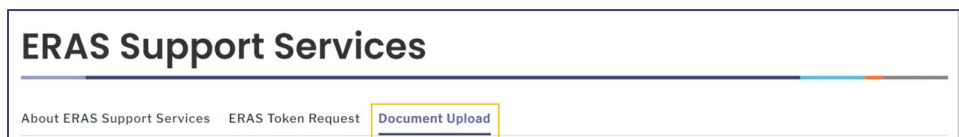
1.3 Request a Transcript Transfer from the ECFMG Certification Record to the ERAS Application

It is important to note that not all applicants will have the ability to submit this request. It is only available to applicants whose school of graduation does not have the ability to upload their documents in the **MyIntealth Entity Portal**.

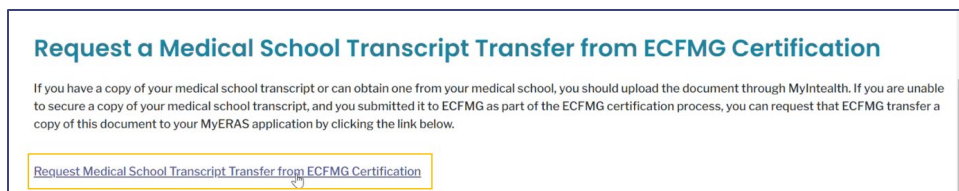
Step 1. From the **MyIntealth Applicant Portal**, in the top banner, click **Services** and select **ERAS Support Services** from the dropdown.



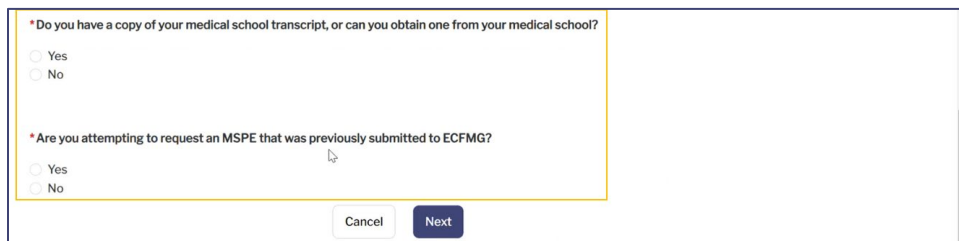
Step 2. The **ERAS Support Services** page appears. Click the **Document Upload** tab.



Step 3. Click **Request Medical School Transcript Transfer from ECFMG Certification**.



Step 4. The **Request Medical School Transcript Transfer from ECFMG Certification** page appears. Enter all required information (*).



Step 5. Click **Next**.

* Do you have a copy of your medical school transcript, or can you obtain one from your medical school?

☐ Yes

☒ No

* Are you attempting to request an MSPE that was previously submitted to ECFMG?

☐ Yes

☒ No

Cancel Next

Step 6. Information summarizing your request appears. Click **Submit**.

The total processing time from submission of this request to the availability of the transcript in ERAS may take up to eight business days.

Once submitted, your request will be reviewed within two to three business days. If ECFMG is unable to fulfill your request, you will be notified via email. If ECFMG is able to fulfill your request, your transcript will be transferred to your MyERAS application where you will be able to track the status of the document. The status of the transcript will be updated to "available" in MyERAS within five business days of the date it is uploaded to MyERAS.

By clicking Submit, you confirm:

- You do not already have a medical school transcript on file from the previous ERAS season.
- You do not have access to a copy of your medical school transcript and are unable to secure one from your medical school.
- You understand that this is not a request for an MSPE or USMLE transcript.

If you have any questions about this request, please contact [ERAS Support Services](#) before submission.

Cancel Back Submit

Step 7. A **Thank You!** message appears indicating that you have successfully submitted your request.

About ERAS Support Services ERAS Token Request **Document Upload**

Thank You!

You have successfully submitted a request to have your medical school transcript transferred from ECFMG Certification to your MyERAS application.

For reference, your case number for this request is [REDACTED]

You can monitor the status of this case in the My Cases section.

Close