

Search Current Match Applicants

Main Residency Match and Specialties Matching Service



Users:

- Institutional Officials (IOs)
- Institutional Administrators (IAs)
- Program Directors (PDs)
- Program Coordinators (PCs)

ed States – Registration, Ranking, and Results @(R3 @) – 2017	Main Residency Match				
earch Applicants Currently Registered for this Match					
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AAMC ID (########) First Name					
Last Name					
School Name			1		
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Note: The Search Current Match Applicants guide explains how to complete this task using a desktop computer. The menu options are the same whether using a desktop or mobile device.

- Perform this task to search for applicants you have interviewed:
 - Prior to creating a program Rank Order List (ROL).
 - To ensure the applicant(s) has registered for the Match.
- NOTE: applicants can register up until the last day of the ranking period, so the results of this search will change over time.
- This task is not the same as searching the "Applicant Match History". Refer to the **Using Applicant Match History** guide to learn more.

Login:

- 1. Enter the **Username** and **Password** you created for accessing the Registration, Ranking, and Results (R3®) system.
- 2. Click Login.



- 3. If your institution or program participates in more than one Match, the role and Match combinations for your account are displayed.
- 4. Click on your **Role & Institution Name** for the appropriate Match.

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The **Match Home Page** displays for the Match you selected. An example from both Matches is shown on this page.

Main Residency Match Home Page:

- 5. Your institution, role, username, and Match year display.
- 6. The programs for which you are registered will display, along with each program's NRMP program code, status, director, reversions, and quota number.
- 7. Main Residency Match Event dates display.

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Match Home Page								
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Fellowship Match Home Page:

- 5. Your institution, role, username, Match year, and appointment year display.
- 6. The programs for which you are registered will display, along with each program's NRMP code, status, director, reversions, and quota number.
- 7. Fellowship Match event dates display.

Search for Current Match Applicants using Applicant Search Criteria:

- 1. Click the **Options** menu.
- 2. Click Current Match Applicants.



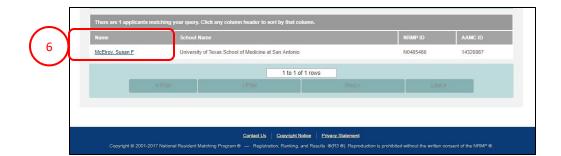
The Search Applicants Currently Registered for this Match page displays.

- 3. Enter available search criteria into the appropriate fields. NOTE: Not all fields are required to conduct a search. The more information entered, the more refined the search results will be.
- 4. Click Search.
- 5. Click **Reset** to clear the search fields.

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United States – Registration, Ranking, and Results ®(R3 ®) – 2017 Main Residency Match					
Search Applicants Currently Registered for this Match		4			
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Search for Current Match Applicants using Applicant Search Criteria, continued:

6. Search results display. If more than one name appears, click the applicable name.



- 7. The **Applicant Details** pop-up window opens. Review the information.
- 8. Click **Close** to return to the **search results**.

Applicant Details Applicant Name Applicant Name MCEIroy, Susan NRMP ID: N0485466 AAMC ID: 14326987 School: UT SOM San Antonio (160) Match History: The applicant did not match in any previous NRMP match. The applicant may be offered a position until participation in a future match.								
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Search for Current Match Applicants using School Name:

1. Click the **Click to Find School** button.

- 2. The **School Lookup** section opens. Select the applicable search criteria using the drop-down menus.
- 3. Click Search.
- 4. School results display.
- 5. Click the applicable school name.

- 6. The school appears in the **School Name** field.
- 7. Click **Search**. NOTE: enter applicant details, if known, into the appropriate fields to narrow the search results.

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School Lookup			
	2 State / Province Please Select School Type Please Select		
Click on a scl	hool name below to populate the School Name field above. 9 records found.		
Code	Name		
104	Baylor College of Medicine		
809	McGovern Med School UT Houston		
823	Texas A&M HSC COM		
839	Texas Tech U HSC Foster SOM		
814	Texas Tech U HSC SOM Lubbock		
611	UNTHSC Texas COM (DO)		
174	UT Med Branch SOM Galveston		
160	UT SOM San Antonio 5		
168	UT Southwestern Med Sch Dallas		
	Currently Registered for this Match		
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Search for Current Match Applicants using School Name, Continued:

All applicants currently registered from the selected school display.

- 8. Review the list and click the name of the applicable applicant.
 - a. If the applicant is not listed on the screen, click the applicable navigation button at the bottom of the screen to continue searching.
- 9. The **Applicant Details** pop-up window opens. Review the information.
- 10. Click Close to return to the Search Applicants Currently Registered for this Match page.

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Search result is more than 200 a	pplicants, displaying first 200 applicants matching your query. Click any column head	ier to sort by that column.	
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