



DEPARTMENT OF HEALTH & HUMAN SERVICES

**National Institutes of Health
National Cancer Institute**

**P.O. Box B
Frederick, Maryland 21702-1201
Bldg. 244 Room 110
Phone: 301.228.4226 FAX: 301.846.1494**

Dear _____ :

It is a pleasure to officially notify you of your Summer Cancer Research Training Award (SCRTA) from the National Cancer Institute. Your fellowship is with the _____, under the sponsorship of Dr. James Cherry in the Office of the Director. The day to day mentor will be _____. Your award is for a _____ period, beginning through _____, and your stipend will be APPROXIMATELY _____ per month. This offer is subject to the satisfactory completion of a pre-activation physical examination and a security clearance.

The pre-activation physical may be conducted by the Occupational Health Services (OHS), NCI, in Frederick, MD, at no cost to you, or by a physician of your choice at your own expense.

Under the terms of your SCRTA, you must be covered by adequate health insurance in order to receive training in NIH facilities. An approved plan of insurance is available through the Foundation for Advanced Education in the Sciences (FAES). NIH will provide an allowance for health insurance benefits equivalent to the cost of FAES' lowest option individual or family health insurance in addition to your stipend.

Please be prepared to indicate whether you would like to elect the FAES insurance or to provide proof of existing coverage in your name at the time you report to begin your fellowship. If you choose FAES coverage, an appointment with FAES staff will be scheduled upon arrival at the NIH so that you can complete the enrollment forms. You may contact Julie Hartman at 301-846-7338 for additional information regarding insurance coverage.

Immediately upon your arrival at the NCI, please contact _____ to confirm your OHS appointment and to complete the necessary documentation to activate your fellowship.

We are looking forward to your participation in the activities at the National Cancer Institute under the fellowship award and hope you will find it to be a rewarding experience.

Sincerely,

Ms. Mary Daniels
Administrative Officer, OD, NCI