



**MARYLAND STATE LOAN REPAYMENT PROGRAMS (MLRP)
Application Checklist**

This checklist can be utilized as your guide to tracking submission of the various components of your MLRP application. You may also consider sharing this checklist with your employer. The checklist will not be requested as part of any submission to MLRP and is for your personal use as a guide.

Applicant Name: _____

- Part I: Applicant Information and Signature: Deadline: April 15
 - Part I online application tool
- Attachments:
 - Proof of Citizenship or Naturalization
 - Proof of Name Change (if applicable)
 - Educational Loan Statement(s)
 - Proof of Malpractice Insurance/Certificate of Liability (if applicable)
 - Maryland Medical or Nursing License/Certificate
 - Part IV: Cultural Competency Requirements: signed
 - Part V: Experience, Impact, and Retention Data Requirements: signed

Date of submission confirmation: _____

- Part II: Practice Site Confirmation and Signature (Completed by Employer): Deadline: May 1
 - Part II online application tool
- Attachments:
 - Part III: Site Eligibility Application: completed and signed
 - Part IV: Cultural Competency Requirements: signed
 - Part V: Experience, Impact, and Retention Data Requirements: signed
 - Background Information about the Practice Site
 - Practice's Non-Profit Certification (if applicable)
 - Practice Sliding Fee Scale and Sliding Fee Scale
 - Policy Copy/image of the public notice at the practice site to indicate a Sliding Fee Schedule is in effect (if applicable)
 - Applicant's Employment Contract (or other verification of applicant's hours worked per week)

Date of submission confirmation: _____

Three Professional References: Deadline: May 1

1. Date of submission confirmation: _____

2. Date of submission confirmation: _____

3. Date of submission confirmation: _____

Part VI: Understanding Breach of Contract. Though this form does not need to be submitted as part of the application, it should be read and understood completely.