

AHN APP Student Education Office

The AHN Advanced Practice Provider (APP) Student Education Office provides student onboarding and placement assistance for APP students completing clinical rotations at AHN. Students interested in completing educational experiences with AHN must be enrolled in a participating institution.

CRNP/PA Student Placement at AHN:

Our office will assist with placement for Physician Assistant and Nurse Practitioner students only.

Placement requests can be made for the following AHN Institutes:

- ❖ AHN Cancer
- ❖ AHN Cardiovascular
- ❖ AHN Emergency Services
- ❖ AHN Medicine
- ❖ AHN Neuroscience
- ❖ AHN Orthopedic
- ❖ AHN Pediatric
- ❖ AHN Primary Care
- ❖ AHN Psychiatry & Behavioral Health
- ❖ AHN Surgery
- ❖ AHN Women's

Certified Nurse-Midwife Students:

AHN continues to offer student placement opportunities for Certified Nurse-Midwife (CNM) students; however, CNM student placement is not offered through the AHN APP Student Education Office.

For CNM Placements, please contact Laura Matson: Laura.Matson@ahn.org

Quick Reference Links:

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Communications:

For a more streamlined process, all communications regarding Physician Assistant and Nurse Practitioner students should be directed to **AHNAPPStudentAffairsPlacement@ahn.org**

Please note: PA/CRNP students and partners are not to direct any inquiries or communications through HealthSciences@AHN.org

Participating Institutions:

To complete an educational experience with AHN, students must be enrolled in an accredited APP institution that has an established affiliation agreement with AHN.

- ❖ Carlow University
- ❖ Chamberlain University
- ❖ Chatham University
- ❖ Commonwealth University of Pennsylvania
- ❖ Drexel University
- ❖ Duquesne University
- ❖ Gannon University
- ❖ Mercyhurst University
- ❖ Pennsylvania State University
- ❖ Pennsylvania Western University
- ❖ Robert Morris University
- ❖ Saint Francis University
- ❖ Seton Hill University
- ❖ Slippery Rock University
- ❖ Thiel College
- ❖ University of Pittsburgh
- ❖ University of Saint Joseph
- ❖ Walden University
- ❖ Wilkes University
- ❖ Youngstown State University

AHN Employees: If you are enrolled in an institution that is not in our affiliation agreement list, please contact HealthSciences@ahn.org

Please note: We will not accept scheduling of any student clinical rotations beyond the contractual term limits.

APP Student Onboarding Process:

2025 APP student rotations:

For APP student rotations scheduled through December 31, 2025, the AHN Student Onboarding Process will remain the same:

- As the first step, students must complete the Student Intake Form, at minimum, 4 weeks prior to the rotation start date. **We are currently asking that all scheduled student rotations through August 31, 2025 begin the onboarding process immediately.**
- Once the student's intake form has been submitted, each student is assigned to an AHN Health Sciences coordinator, who will provide step by step instructions and updates to each student via email.
- **Effective 04/01/2023 AHN no longer covers the costs associated with student accounts in mCE for students onboarded through the Health Sciences team.** To begin entering details into mCE each student must create an account. While entering a clinical rotation into mCE, the student will need to complete the core of their required onboarding items and respond accordingly with their rotation ID #.
 - The following items must be completed for the student's rotation to be moved forward in the process:

▪ Date of Birth	▪ Employment Status/Previous Experience at AHN
▪ Last 4 Digits of SSN	▪ US Citizenship or Authorized Residents Status
▪ Expected Graduation Date	▪ Regulatory Documents Electronic Consent
▪ Mobile Phone Number	
▪ School Coordinator Email	
- At this stage, AHN Health Sciences has approved the student's clinical rotation in mCE and let the student know if they have any outstanding items in mCE.
- Once all requirements have been completed, final emails will be sent to the student and preceptor confirming the student is cleared to start with AHN. A student cannot come onsite at AHN until the final "cleared to start" email has been received. AHN does not submit for your AHN logins until after you've received this email.

2026 APP student rotations:

We are in process of improving our current student onboarding process for the 2026 student rotations. The details for the new onboarding process will be provided as soon as they are available!

Rotation Request Process and Deadlines:

Students and schools are no longer permitted to directly contact any AHN providers or locations seeking placement. APP student rotation requests must be requested through the AHN APP Student Education Office.

Please note: We will not accept any rotation placement submissions made after 12:00 pm (noon) EST on the deadlines below. No exceptions will be made.

2025 Rotation Request Process:

For the remainder of 2025 rotation placements, all requests must be directed through the AHN APP Student Education Office

The request period is closed. We are no longer accepting requests for 2025 APP student placements.

Accepted rotations should be announced by the following dates:

May-June requests: April 30, 2025

July-December requests: June 20, 2025

2026 Rotation Request Process:

To request 2026 APP student placements with AHN, please see the timelines below. We are unable to process any requests that fall outside of the timelines, as it allows the ability to secure placements in the requested AHN specialties.

Rotations for January – May: Request period will open on the last Friday of July. Requests must be submitted to AHNAPPStudentAffairsPlacement@ahn.org by noon on the last Friday of August. AHN will provide the offer of placements by October 15th of the current year.

Rotations for June-December: Request period will open on the last Friday of January. Requests must be submitted to AHNAPPStudentAffairsPlacement@ahn.org by noon on the last Friday of February. AHN will provide the offer of placements/slots by April 15th.

***2026 Request forms will be uploaded on our [website](#) once the request period opens.**

2026 January – May Rotations:

Request period opens on July 25, 2025.

Submissions due by 12:00 PM (noon) EST on August 29, 2025.

Placements to be offered by October 15, 2025.

2026 June – December Rotations:

Request period opens on January 30, 2026.

Submissions due by 12:00 PM (noon) EST on February 28, 2026.

Placements to be offered by April 15, 2026.

Physician Assistant Student Placements:

The school clinical coordinator must submit a single spreadsheet to AHNAPPStudentAffairsPlacement@ahn.org by the deadlines listed above.

- Our office will not accept any submissions directly from Physician Assistant students
- Specific students must be provided at time of placement request submission
- The CV of each student must be provided at the time of submission

Nurse Practitioner Student Placements:

The school clinical coordinator must submit a single spreadsheet to AHNAPPStudentAffairsPlacement@ahn.org by the deadlines listed above.

- Our office will only accept submissions directly from NP students if the school policy requires the student to secure their own placements (proof of policy must be provided)
- The CV of each student must be provided at the time of submission