Weill Cornell Medicine
Clinical & Translational Science Center

Clinical & Translational Science Center

A Weill Cornell Medical College Multi-Institutional Consortium with:

Weill Cornell Graduate School of Medical Sciences / New York Presbyterian Hospital / Cornell University, Ithaca / Cornell University Cooperative Extension, New York City / Memorial Sloan-Kettering Cancer Center / Hospital for Special Surgery / Hunter College of the City University of New York / Hunter-Bellevue School of Nursing / Hunter School of Urban Public Health / Hunter Center for Translational and Basic Research / Animal Medical Center / Cornell College of Veterinary Medicine

1300 York Ave, Box 149, New York, NY 10065 • Tel: 646-962-8302 • Fax: 646-962-0534 • www.med.cornell.edu/ctsc

2026 CTSC Career Enhancement Application

The Clinical and Translational Education Program (CTEP) offers the **Career Enhancement (CE) track** to support trainees in meeting self-directed educational goals through enrollment in select didactic courses in clinical and translational science investigation. Trainees earn academic credit and receive a grade on an official Weill Cornell Graduate School transcript. A minimum attendance rate of 80% and completion of all course requirements are mandatory. Students must enroll in courses for credit; **auditing is not permitted.**

Students may enroll in up to **5 credits** while in the Career Enhancement Track. Individuals who wish to pursue additional coursework beyond the Career Enhancement track may do so upon matriculation into either the Advanced Certificate or Master's Degree in Clinical and Translational Investigation Program.

Please be advised that failure to complete a registered course or withdrawal without prior written notification to the CTSC Education Program office will result in an 'F' grade recorded on the academic transcript and will render the trainee ineligible to register for future CTSC courses.

TO START YOUR APPLICATION PROCESS,
Click here to Initiate a Notification of Intent

Then, to complete your submission please login to the Electronic Protocol Authoring and Review System (ePAR) and refer to the Application Instructions and checklist below

1. Trainee Application Form • **Click on** your current citizenship status to proceed. • Personnel and demographic information. Valid institutional or employer issued email is required. • **Please complete the impact question:** briefly discuss why you wish to enroll as a non-matriculated, CE trainee, and how this opportunity would impact your career development, and if applicable, clinical & translational research goals.	☐
2. Course(s) Requested – check the "Requested?" Box, click on the "Details of Request" link, click on [add/remove] to make your course selection. ○ Use the **Search** tool to find and select the course(s) you wish to enroll. ○ Finalize your request by checking the "This request is finalized" box. **Note:** Students may enroll in up to 5 credits while in the Career Enhancement Track. **Course enrollment is subject to approval by the CTSC Education Program and is not guaranteed. If you have previously taken CTSC courses, contact ctsc-education@med.cornell.edu to confirm your remaining credit eligibility.**	☐
3. Required Supporting Documents: Upload as individual PDF files in the order indicated below. ○ **Weill Cornell Graduate School (WCGS) Non-Degree Form:** Click on the [Downloadable Form or Instructions link]. Copy, paste the Qualtrics link into your browser to access the survey and complete all required fields. Once survey is completed, save response as a PDF, upload into Supporting Documents.	☐
○ **Career Enhancement Enrollment Contract:** Upload the signed and dated downloadable document as a pdf.	☐
4. Non-Refundable $175 application processing fee. Payable by Paypal. **Before proceeding to make payment Graduate & Medical students**, and individuals from a Weill Cornell CTSC consortium institution who have previously submitted a Career Enhancement application, email ctsc-education@med.cornell.edu.	☐

Questions? Email: ctsc-education@med.cornell.edu

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Clinical & Translational Investigation Education Program
Spring 2026 Career Enhancement Course Offerings

Core Courses	Instructor (s)	Type	Credits	Dates	Days (Times)	Location
Introduction to GPT & LLMs in Clinical & Translational Research CTIV 5057 Introduction to Statistics or similar course Pre-req. **Deadline to apply & submit Pre-requisite: 01/16/2026**	Peng	Elective	1	Start: 1/26/2026 End: 4/6/2026 **No Class: 2/16**	Mondays 3:30p—4:45p	Campus: 1300 York Ave. Classroom pending
Data Management CTIV 5008 **Deadline to apply: 01/16/2026**	Wood Lee	Core	2	Start: 2/2/2026 End: 4/27/2026 **No Class 2/16**	Mondays 4p – 6p	WCM Campus; 1300 York Ave. (Classroom pending)

Course Descriptions

Introduction to GPT & LLMs in Clinical and Translational Research: The emergence of Generative AI, exemplified by Generative pre-trained transformers (GPT) and other large language models (LLMs) has the potential to revolutionize research and clinical practice. This course provides students with an understanding of Generative AI, using GPT and other LLMs as examples, and its applications in clinical and translational research. Students will acquire knowledge of natural language processing, generative AI, large language models, and the range of prompting methods available for processing clinical text. Hands-on experience and a toolkit will provide useful skills for managing text data to solve a variety of problems in the health domain.

Data Management: This course is designed to give participants an understanding of selecting, accessing, and retrieving information from web-based quality information resources for clinical research. They will also learn importance of properly designed data collection instruments to the quality of study results. Participants will be able to differentiate between spreadsheets, desktop databases and server-based databases, as well as learn the pros and cons of each. Students will also learn the definition and fundamental features of a relational database and the structure of Web-based data management systems. Participants will learn importance of securing your data, and the different mechanisms used to achieve this. At the end of this course trainees will gain knowledge of the current government standards related to data sharing, and practices that promote data interchange. They will be taught HIPAA considerations in clinical research data management as well as the importance to clinical research of the medical record, clinical data warehousing, and the use of national standards for data representation.