



Wake Forest University School of Medicine

Dept. of Biomedical Engineering & Center for Artificial Intelligence Research

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Wake Forest Summer Internship Program – Housing Registration

Hello Wake Forest Summer Interns!

Please review the following information to complete the registration for housing during this summer's research internship program.

Housing website: <https://hospitality.wfu.edu/conference-services/wakeship/>



1. Click on the **"Register" icon** – which will bring you to the online registration page.
2. Click **"Register Now"** (top right corner)
3. Fill out the **"Personal Information"** section.
4. **Internship Information section:**
 - a. **Contact's email:** calibir@wakehealth.edu
 - b. **Point of Contact:** Latrice Harris
 - c. **Contact phone #:** 336-716-2507
 - d. Select **"Company sponsoring internship."**
5. **Select Program Name:**
 - a. Biomedical Engineering and Informatics Summer Research Internship Program (BME & CAIR)
6. **Select "Confirm Reservation"**
 - a. Housing dates are pre-set; do not change the move-in/move-out date!
 - i. Disregard the dates listed – our program has housing reserved from May 27th to August 1st.
 - b. Do you have a roommate request or preference? **Select NO**
 - i. All roommates will be assigned by the program
 - ii. Interns will be notified of their roommate assignments prior to arrival.

Please notify us via email once you've registered for housing!!

Housing website also includes important information regarding housing, check-in/out, policies, and FAQs. Please read all provided information on the website and documents provided by the program.

If you have any questions or concerns, please email us at: calibir@wakehealth.edu