



616.331.8585 | [www.gvsu.edu/clasadvising](http://www.gvsu.edu/clasadvising) | C-1-120 MAK

## Medical School Application Process (MD and DO)

### Choosing Medical Schools:

**Medical (MD) School Admission Requirements (MSAR):** [www.aamc.org/msar](http://www.aamc.org/msar) (discounts on the yearly subscription fee available at [www.gvsu.edu/clasadvising/payment](http://www.gvsu.edu/clasadvising/payment), fee waived by FAP (see below))

**Choose DO Explorer (free!):** [www.choosedo.org/explorer](http://www.choosedo.org/explorer)

### Admissions Test: MCAT (Medical College Admission Test) ([mcat@aamc.org](mailto:mcat@aamc.org), 202-828-0600)

**MCAT Essentials:** [www.aamc.org/mcat](http://www.aamc.org/mcat) -> read the MCAT Essentials document very thoroughly.

**Registration Timeline:** The MCAT is administered between January and September each year. Registration begins in October of the previous year. It is recommended to register at least 60 days prior to your desired test date.

**Before Registration:** You will need an AAMC ID and an associated username and password to register for the MCAT.

**Fee Assistance Program (FAP):** See [www.aamc.org/fap](http://www.aamc.org/fap) for details and eligibility requirements. FAP application processing takes up to 15 business days. **Benefits are NOT retroactive.** FAP benefits are good for 2 calendar years.

- FAP reduces the MCAT fee, waives all AMCAS fees for 1 submission with up to 20 medical school designations, provides complimentary access to the MSAR, up to \$500 for a psycho-educational or medical evaluation needed for accommodations, & free test prep materials.

- There are a limited number of [fee waivers](#) available for AACOMAS, worth \$195 each (covers 1 school).

**Fee:** The cost of the exam is **\$320**. See the *MCAT Essentials* for Scheduling Zones and Fees (for canceling/rescheduling).

**Release Scores:** When signing up for the test, you have the option of releasing your scores to your pre-health advisor. If you miss this step, please send an official score report to the pre-professional advisor at GVSU.

**Scores will automatically be sent to AMCAS participating schools, but applicants must send their scores to AACOMAS via the MCAT Score Reporting System.** Scores are viewable online 30-35 days after your test date

**Testing Limit:** Up to 3 tests per calendar year, 4 every 2 years, 7 lifetime max. A voided exam or no-show DOES count as an attempt but is not reported to medical schools.

| Test Section                                                                                           | # of Questions | Time                                          |
|--------------------------------------------------------------------------------------------------------|----------------|-----------------------------------------------|
| Examinee Agreement, Optional Tutorial                                                                  | --             | 4 min, 10 min (total 14)                      |
| <b>Chemical &amp; Physical Foundations of Biological Sciences**</b>                                    | <b>59</b>      | <b>95 minutes</b>                             |
| <b>Critical Analysis &amp; Reasoning Skills</b>                                                        | <b>53</b>      | <b>90 minutes</b>                             |
| Mid-exam Break (optional—cannot leave the testing center)                                              | --             | 30 minutes                                    |
| <b>Biological &amp; Biochemical Foundations of Living Systems**</b>                                    | <b>59</b>      | <b>95 minutes</b>                             |
| <b>Psychological, Social, &amp; Biological Foundations of Behavior</b>                                 | <b>59</b>      | <b>95 minutes</b>                             |
| Void Question (not optional) & Satisfaction Survey (optional)                                          | --             | 5 min, 5 min (total 10)                       |
| <b>Total content time: 6 hours 15 minutes</b>                                                          |                | <b>Total "Seat" Time: 7 hours, 33 minutes</b> |
| **an optional 10 minute break is available after these sections (we recommend you take these breaks!!) |                |                                               |

**Scoring:** Each of the four sections is scored from a low of 118 to a high of 132, with a midpoint of 125. Scores for the four sections are combined to create a total score. **The total score ranges from 472 to 528. The midpoint (50<sup>th</sup> percentile) is 500.** Percentile ranks will be reported for the total & section scores. There is no penalty for guessing.

**How to Prepare:** There is an MCAT Sample Test and two full length scored Practice Exams available that simulate the exam. There are many other prep resources, which can be found at [www.aamc.org/mcatprep](http://www.aamc.org/mcatprep). You can also order many of the MCAT prep resources at a discounted rate through [www.gvsu.edu/clasadvising/payment](http://www.gvsu.edu/clasadvising/payment).



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**MD: American Medical College Application Service (AMCAS)** – Follow them on Twitter [@AMCASinfo](https://twitter.com/AMCASinfo) and YouTube for updates and tutorials.

Call 202-828-0600 or Email [amcas@aamc.org](mailto:amcas@aamc.org) with any questions.

AMCAS Instructions: [www.aamc.org/amcas](http://www.aamc.org/amcas) -> read the “2020 AMCAS Applicant Guide” very carefully!

Fee: \$170 for one school; \$40 for each additional school (fee waivers are available if you qualify for the FAP)

**DO: American Association of Colleges of Osteopathic Medicine Application Service (AACOMAS)** – Follow them on Twitter [@AACOMASPreMed](https://twitter.com/AACOMASPreMed) or download their app for updates.

Call 617-612-2889 or Email [aacomasinfo@liaisoncas.com](mailto:aacomasinfo@liaisoncas.com) with any questions.

AACOMAS Instructions: <https://www.aacom.org/become-a-doctor/applying/aacomas-application-instructions>

Fee: \$195 for one school; \$45 for each additional school (fee waivers are available if you qualify)

### **AMCAS and AACOMAS: More Details**

**Re-applicants:** You must submit a new application each year that you apply; you must indicate that you are a re-applicant. Some information will be rolled-over from the prior year so that you may edit.

**Transcripts:** Transcript Request Form (download from AMCAS and/or AACOMAS) MUST accompany official transcripts by application deadline—can be submitted in May. \*You need a separate form for EACH school you have attended!

**Repeat Grades:** Enter ALL attempts at courses, regardless of repeats or grades of W. All attempts of repeated courses are counted in the GPA calculations.

**Personal Statement:** Write a statement expressing your motivation or desire to become a doctor; 5300 characters, including spaces. To avoid formatting issues in your personal statement and experiences, ONLY copy/paste from plain text software, such as Microsoft Notepad or Mac TextEdit. For best results, type it directly into the application(s).

**Related Work and Activities:** Both applications have space for relevant work experience, extracurricular activities, awards, honors, or publications. Requires dates/hours, contact name and phone/email for each experience.

-**AMCAS:** Allows for up to **15** experience/activities and has 700 characters allotted for a description of the experience. Up to **three** may be chosen as Most Meaningful experiences, which allows an additional 1325 characters for further explanation. Up to three date ranges may be entered for repeated activities.

-**AACOMAS:** Allows for unlimited experiences/activities (no most meaningful); each allows for 600 characters.

**Letters of Evaluation/Committee Letter:** See the next page!

**Verification:** Verification of grades and GPA calculations takes up to 6 weeks once ALL required materials are received. Peak processing times are July and August. **Letters and supplemental apps are NOT required for verification.**

**Supplemental/Secondary Applications:** these require additional fees and essays that vary by school; make sure you are meeting deadlines set by schools. Some supplemental apps require you to submit a photo of yourself; it's a good idea to have a nice/professional photo taken of yourself wearing business-style clothing.

-Some schools are now requiring the **CASPer exam** as part of their secondary application, which is a situational judgement test. For more info, visit [www.takecasper.com](http://www.takecasper.com)

**Acceptances:** Make sure you are meeting any deadlines regarding decisions and deposits, and withdraw applications from all medical schools following a final decision on attendance. In AMCAS, this is done using the [AMCAS Choose Your Medical School Tool](#).

**Schools also conduct a criminal background check and undergraduate disciplinary checks prior to final matriculation.**

Apply EARLY (in June!), check your SPAM folder in your email so you don't miss anything, clean up your SOCIAL MEDIA, and stay ORGANIZED.

## Letters of Evaluation (LOEs) and Committee Letter:

GVSU uses a Committee Letter format. The applicant's individual LOEs, application, and student information sheet will be used to compose a committee letter that summarizes their application and all LOEs. The committee letter also includes a rubric based on the AAMC Core Competencies. Individual letters are then ranked in order of strength, attached to the committee letter in one PDF, then submitted to AMCAS and/or AACOMAS for schools to download (Julie Amon-Mattox submits). The Committee Letter will not be started until your Committee Letter Application is complete (see below)

In AMCAS and/or AACOMAS, enter "Committee Letter" for type of letter and **list Julie Amon-Mattox as the Letter Writer**. Email Julie ([amonju@gvsu.edu](mailto:amonju@gvsu.edu)) the Letter Request Form from AMCAS (AACOMAS automatically sends Julie a notification after you input her information)

**Complete the Committee Letter Application between  
March 1<sup>st</sup> - August 1<sup>st</sup> at:  
[www.gvsu.edu/clasadvising/apply](http://www.gvsu.edu/clasadvising/apply)**

A complete application (**due August 1<sup>st</sup>**) initiates your GVSU Committee Letter. The online Committee Letter Application includes the following (required for a committee letter):

1. Waive your rights to view your letters of evaluation and committee letter
2. Request a minimum of three letters of evaluation
3. Complete a questionnaire
4. Upload a photo/headshot of yourself (optional)
5. Submit a copy of your completed application(s) (AMCAS and/or AACOMAS)

### **Frequently Asked Questions:**

#### ***Do I need my committee letter to be done before I submit AMCAS/AACOMAS?***

**Answer:** No, the committee letter/LOEs are included as part of secondary/supplemental applications. The AMCAS/AACOMAS application(s) should be submitted prior to receipt of all letters so the verification process can begin.

#### ***How many LOEs should I request, and who should write them?***

**Answer:** Look at individual schools for specific requirements of number and type of letters. It's recommended to ask 3 faculty who have taught you in class (two science, one non-science) and one practicing clinician (preferably one who has observed you in a clinical setting).

#### ***If I'm reapplying, can I use letters from last year?***

**Answer:** Ideally, reapplicants should update all of their letters. A new Committee Letter Application is required each year and a new committee letter is written each year.

#### ***If I graduated from GVSU, am I still eligible for a committee letter?***

**Answer:** Students who have graduated from GVSU may still be eligible for a committee letter if they are not currently attending another institution for a post-baccalaureate or graduate program. If a student is attending another school, a committee letter and letters of evaluation should be sought from the current program.

## Application Process Timeline

*This process begins 2 years before you plan to start medical school!!*

