



CASPA Application Workshop

PREPROFESSIONAL
ADVISING OFFICE

Add Program

Submit Application

My Application

This dashboard is your application home providing access to each part of the application you need to complete and a high level overview of your progress.

Latest Notifications

📧 Welcome to the CASPA application (save this email!) 3 days ago

[View My Notifications](#)

Getting Started?

Speed up your application by entering your colleges attended first.

Personal Information



0/8

Sections Completed

Academic History



0/4

Sections Completed

Supporting Information



0/8

Sections Completed

Program Materials

You have not selected any programs to apply to. Add a program to start this section and complete your application.

[Add A Program](#)

Advisor Release (Under Release Statement Section)

To help PPA advisors advise other students, we would appreciate it if you would release your statistical information from your applications to the Health Professions Advisor when prompted. This information will always be kept confidential.

Advisor Release

* By selecting **Yes**, you authorize CASPA to release parts of your CASPA application to pre-health advisors and advisory committees at schools you previously attended. Your advisor can then better assist you throughout the admissions process. Your academic and application status information is shared; however, your personal, financial, and disciplinary information, as well as your personal statement, are not shared. Once you submit your application, you cannot edit this response.

Yes

No

Step 1:

Academic History & Supporting Information

Academic History

- Save the “Transcript Request Form”
- Request transcripts online from all colleges you have attended, including Concurrent Enrollment.

Supporting Information

- Enter Evaluators' (letter writers') information
- Contact evaluators first
- Check spelling of evaluators' names

How to Order Transcripts

For U of U Transcripts <http://registrar.uta.h.edu/transcripts/order-transcript.php>

1. Login or Register
- 2. Select Documents**
3. Order Details
4. Provide Consent
5. Billing Info
6. Review Order

Where would you like your document(s) sent?







Start by searching for your destination:

Institution Name, Acronym, Location, or Email

CASPA

SEARCH

100 Matches Found:

INSTITUTION	LOCATION	
CASPA - Physician Assistant Education Association (PAEA)	 Watertown, MA, US	
Alfonso Casta Martinez	 Maunabo, PR, US	
CASAA - Association of AA Program Directors (AAPD)	 Watertown, MA, US	



Destination:

CASPA - Physician Assistant Education Association (PAEA)
Watertown, MA 02471

Document Name:

eTranscript - \$13.00
[Switch to Mail Delivery](#)

Continue



Order Options

Delivery Mode

Electronic

Processing Time 

Now

Holds are for current term only

Purpose for Request *

Apply for graduate admission ▼

Attachment (Optional)

Choose File No file chosen

Note: Email Providers use filtering systems to reduce spam. Sometimes, they accidentally filter the email that you want them to receive. To make sure that your document emails are not filtered into "junk" or "bulk" folders, please verify that the recipient can receive email from Parchment (parchment.com).

Total \$13.00

Document Name:

Additional Information Needed ✕

CASPA - Physician Assistant Education Association (PAEA) requires additional information to accept your eTranscript

Transcript Request Form Barcode *

Confirm

Fields are for current term only

Enter barcode information from the transcript request form

Destination:

CASPA - Physician Assistant Education Association (PAEA)
Watertown, MA 02471

Document Name:

eTranscript - \$13.00
[Switch to Mail Delivery](#)

Continue

Order Options

Delivery Mode

Electronic

Processing Time 

Now

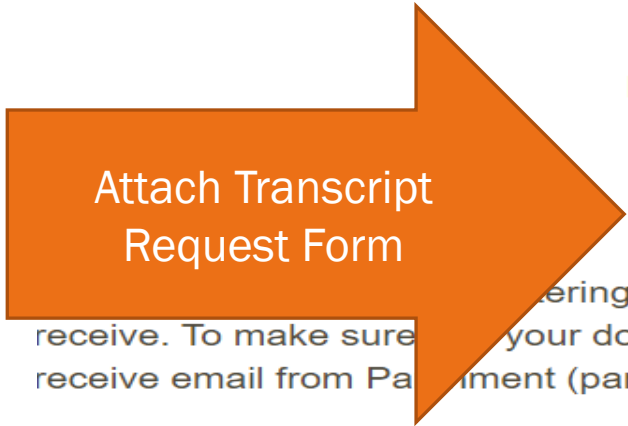
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Total \$13.00

Step 2: Supporting Information

Experiences:

- Each section has 600 character limit.
- No bullet points
- Provide accurate job descriptions
- Try not to double dip.
- No high school experience
- Award should be listed under “Achievements” section.

Experience Type Definitions

Non-Healthcare Employment

Paid work done outside of the health care field or a research lab; for example, a retail or restaurant job.

Extracurricular Activities

Related activities you would like your selected programs to review; for example, academic clubs and competitive teams. Do not include paid work experience in this section.

Healthcare Experience

Both paid and unpaid work in a health or health-related field where you are not directly responsible for a patient's care, but may still have patient interaction; for example, filling prescriptions, performing clerical work, delivering patient food, cleaning patients and/or their rooms, administering food or medication, taking vitals or other record keeping information, working as a scribe, CNA (depending on job description), medical assistant, etc.

Leadership Experience

Experiences in which you held a leadership role within an organization, such as the president of a club, fraternity/sorority, etc.

Experience Type Definitions (Cont.)

Patient Care Experience

Experiences in which you are directly responsible for a patient's care. For example, prescribing medication, performing procedures, directing a course of treatment, designing a treatment regimen, actively working on patients as a nurse, paramedic, EMT, CNA, phlebotomist, physical therapist, dental hygienist, etc.

Research

Research projects completed, preferably in addition to or outside of regular classroom work.

Shadowing

Time spent officially following and observing a health care professional at work, preferably in the physician assistant field.

Teaching Experience

Experiences in which you were in charge of instructing others, such as a teaching assistant, tutor, etc.

Volunteer

Volunteer work done outside of the health care field; for example, working for Habitat for Humanity, tutoring students, participating in or working for a fundraiser walk or blood drive, etc.

Step 3:

Personal Statement (DOs)

- ❖ DO stay within the 5000 character limit.
- ❖ DO Answer the question WHY PA? Why do you need to be a PA, rather than how you were inspired to be a PA
- ❖ DO demonstrate:
 - Your maturity
 - how much you understand the profession
 - How hard you have worked up to this point
(Show don't tell)

Personal Statement (DON'Ts)

- DO NOT summarize your activities list in your statement.
- DO NOT repeat information that can be found somewhere else in your application.
- DO NOT talk too much about other people (family member, mentor, patient, etc.). TALK ABOUT YOURSELF!
- DO NOT use words you don't know how to use.
- DO NOT overuse medical terminology or abbreviations.
- DO NOT try to show off your knowledge about medicine.
- DO NOT assume everyone knows what you know.
- Try not to make jokes.
- Try not to use foreign language.

Pay Attention to Details & Ask for Feedback

Pay close attention to:

- Composition
- Grammar
- Spelling
- Punctuation

Have people you can trust (professor, doctor, parent, advisor, Writing Center tutor, etc.) read your essay and offer feedback. Do not ask too many people to read it.

Find the Best PA Program for You!



Early Patient
Exposure



Smaller vs.
Large Class Size



Urban vs.
Suburbs



Newer vs.
Traditional



Community
Outreach
Opportunities
(Free Clinics,
etc.)

Advice from the PPA Office



PPA advisors will review your CASPA and Secondary Application materials. Send your drafts to your advisor!



PPA Office hosts mock interviews for PrePA students in Fall. (We will be able to accommodate only one mock interview per student due to limited resources and time.)



See your advisor more frequently during the application cycle.



DO NOT stop extracurricular activities after you submit your applications!!!

QUESTIONS?



ppa@advising.utah.edu