AMCAS Application & Personal Statement Workshop

PreProfessional Advising Office
April 2017
Application Overview

Primary Application (AMCAS)
- Will be distributed to medical schools you apply to
- Includes 15 activity list and a personal statement

Secondary Application (Med School Specific)
- Usually by invitation only
- Includes answering questions or writing an essay.

Interview

Selection Committee
- Primary & Secondary application, summaries of interview and recommendation letters
Primary Applications

May 1: TMDSAS application opens online

May 2: AMCAS application opens online

May 4: AACOMAS application opens online

June 1: AMCAS: Open for Submission
AMCAS Website

Applying to Medical School with AMCAS®

The American Medical College Application Service® (AMCAS®) is the AAMC's centralized medical school application processing service. Most U.S. medical schools use AMCAS as the primary application method for their first-year entering classes.

2017 AMCAS® Sign In

This application is for those applying to the 2017 entering class.

Contact AMCAS®

Monday-Friday, 9 a.m.-7 p.m. ET
Closed Wednesday, 3-5 p.m. ET

amcas@aamc.org
202-828-0600

Connect with AMCAS®

www.aamc.org/students/applying/amcas/
AMCAS Website

How to Apply to Medical School with AMCAS®
These pages outline the sections of the AMCAS® application. Full details can be found in the 2016 AMCAS® Instruction Manual. Visit the FAQ page for answers to your questions.

Important Dates
See upcoming events, webinars, and important AMCAS deadlines.

2017 AMCAS® Application Fees
AMCAS® Processing Fee: $160 (includes one medical school designation) Additional medical school designations: $38 each

Participating Medical Schools and Deadlines
Use the AAMC American Medical College Application Service® (AMCAS®) Medical Schools and Deadlines search tool to find application deadlines at participating regular MD programs.

AMCAS® Instruction Manual
Outline of the current AMCAS application process, policies, and procedures.

AMCAS® FAQs
Frequently asked questions (FAQs) regarding the American Medical College Application Service (AMCAS®) application process. For more detailed FAQs on the AMCAS Letter of Evaluation process including...

AMCAS® Resources for Pre-Health Advisors
Find tools for you and your advisees to use throughout the American Medical College Application Service® (AMCAS®) application process.

www.aamc.org/students/applying/amcas/
As soon as you have access to AMCAS/AACOMAS:

Make arrangement for transcripts to be sent to AMCAS/AACOMAS

- Enter school information including schools you took concurrent enrollment courses
- Doesn’t matter if you have already transferred your credits from another institution to the U.
- May take more than two weeks to send your transcripts
- Save the transcript matching form and provide it to transcript office

Enter Evaluators’ Information (LOR)

- Save “Letter Matching Form” and send it to each letter writer
- See more information on LOR section
Work & Activities

- A maximum of 15 experiences may be entered with contact email or phone #

- Applicants may indicate repeated activities
  - **Enter up to four separate date** ranges including future end dates up to the start of the matriculation year (*up to August 2018*)

- Specify the total hours spent on this activity for each date range

*(source: AMCAS Website)*
The AMCAS Application

Most Meaningful

- Applicants will be asked to identify up to three experiences they consider to be the most meaningful

- When considering which experiences are the most meaningful, applicants will be prompted to consider the transformative nature of the experience, the impact made while engaging in the activity, and the personal growth experienced as a result of participation.

(source: AMCAS Website)
Last Name: 

Contact's Title: [blank] 
(ex. Project Director) 

Contact's Phone: [blank] ext. [blank]

Email Address: [blank]

(Providing an email address or a phone for your contact is required. *)

Experience Description: [blank] 
(700 or fewer characters)

Character Count: 0 (maximum 700 characters)

This is one of my most meaningful experiences. 

This is your opportunity to summarize why you have selected this experience as one of your most meaningful. In your remarks, you might consider the transformative nature of the experience: the impact you made while engaging in the experience and the personal growth you experienced as a result of your participation.

Experience Summary: [blank]

Character Count: 0 (maximum 1325 characters)

Back Add Another Work Activity Continue
Work/Activity Section Tips

- Consider AMCAS and the secondary application as one long application.

- Your activity category **must be consistent** between AMCAS and the secondary application.

- Make sure to **list all the hours** you spend at each organization. If necessary, explain the difference in the description.

- If you held multiple roles in an experience, try to briefly mention them in the description.

- Limit # of “I statements” in each description.

- **Must include “Lessons you learned”** from challenges you faced in each experience.

- **One day** volunteer experience will be listed in the secondary applications.
<table>
<thead>
<tr>
<th>Experience Type: *</th>
<th>Artistic Endeavors</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Community Service/Volunteer - Medical/Clinical</td>
</tr>
<tr>
<td></td>
<td>Community Service/Volunteer - Not Medical/Clinical</td>
</tr>
<tr>
<td></td>
<td>Conferences Attended</td>
</tr>
<tr>
<td></td>
<td>Extracurricular Activities</td>
</tr>
<tr>
<td></td>
<td>Hobbies</td>
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<tr>
<td></td>
<td>Honors/Award/Recognition</td>
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<tr>
<td></td>
<td>Intercollegiate Athletics</td>
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<tr>
<td></td>
<td>Leadership - Not Listed Elsewhere</td>
</tr>
<tr>
<td></td>
<td>Military Service</td>
</tr>
<tr>
<td></td>
<td>Other</td>
</tr>
<tr>
<td></td>
<td>Paid Employment - Medical/Clinical</td>
</tr>
<tr>
<td></td>
<td>Paid Employment - Not Medical/Clinical</td>
</tr>
<tr>
<td></td>
<td>Physician Shadowing/Clinical Observation</td>
</tr>
<tr>
<td></td>
<td>Presentations/Posters</td>
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<tr>
<td></td>
<td>Publications</td>
</tr>
<tr>
<td></td>
<td>Research/Lab</td>
</tr>
<tr>
<td></td>
<td>Teaching/Tutoring/Teaching Assistant</td>
</tr>
</tbody>
</table>
# Example (most meaningful)

<table>
<thead>
<tr>
<th>Experience Type:</th>
<th>Community Service/Volunteer - Medical/Clinical</th>
</tr>
</thead>
<tbody>
<tr>
<td>Experience Name:</td>
<td>Spanish Medical Interpreter (6 hours/month)</td>
</tr>
<tr>
<td>Contact Name &amp; Title:</td>
<td>Volunteer Coordinator</td>
</tr>
<tr>
<td>Contact Email:</td>
<td><a href="mailto:vcoordinator@maliehfreeklinic.org">vcoordinator@maliehfreeklinic.org</a></td>
</tr>
<tr>
<td>Organization Name:</td>
<td>Maliheh Free Clinic</td>
</tr>
<tr>
<td>City / State / Country:</td>
<td>Salt Lake City / UT / United States</td>
</tr>
<tr>
<td>Experience Description:</td>
<td>The Maliheh Free Clinic in Salt Lake City endeavored to serve the medical needs of low-income individuals who have limited options. Interpreting for the clinic’s many Hispanic patients has given me the opportunity to look at the consultation through the patient’s point of view. This experience taught me that all patients require calm, clear, and hopeful diagnoses. This has motivated me to develop adaptability under stressful conditions, strategies in cross-cultural communication, and interpersonal skills. My increased sensitivity on individual experiences in healthcare has deepened understanding of the humanitarian role of doctors in patient-physician relationships and in society.</td>
</tr>
<tr>
<td>Most Meaningful Experience Remarks:</td>
<td>Interpreting for Hispanic patients has helped me gain a patient-centered focus on healthcare because I understand the importance of developing a trusting physician-patient relationship. Patients are more likely to share pertinent medical information if they feel completely comfortable with their physicians. Interpreting has highlighted the significance of language in developing personal communication and the</td>
</tr>
</tbody>
</table>

**Dates:** 12/2011 - 09/2013

**Total Hours:** 132

**Dates:** 06/2014 - 05/2015

**Total Hours:** 68

**Contact Phone:** 801-
If you have multiple shadowing experiences, you can divide them into two different entries (Example 1).

- One physician who gave you the most impact, then list the rest.
- Primary care physicians vs. Non-Primary care physicians.

List all shadowing experiences as one entry, but choose this as one of the most meaningful experiences (Example 2).
**Physician Shadowing Example 1**

<table>
<thead>
<tr>
<th>Experience Type:</th>
<th>Physician Shadowing/Clinical Observation</th>
<th>Most Meaningful Experience:</th>
<th>No</th>
</tr>
</thead>
<tbody>
<tr>
<td>Experience Name:</td>
<td>Physician Shadowing</td>
<td>Dates: 10/2011 - 08/2014</td>
<td>38</td>
</tr>
<tr>
<td>Contact Name &amp; Title:</td>
<td>Pediatrician</td>
<td>Total Hours:</td>
<td>38</td>
</tr>
<tr>
<td>Contact Email:</td>
<td></td>
<td>Contact Phone:</td>
<td></td>
</tr>
<tr>
<td>Organization Name:</td>
<td>/ UT / United States of America</td>
<td></td>
<td></td>
</tr>
<tr>
<td>City / State / Country:</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Experience Description:</td>
<td>Over the past couple of years, I have shadowed physicians in various specialties in order to get a feel for the career I plan to pursue. They provided me with invaluable insights into the demands of a physician as well as their reactions towards the newest changes in our healthcare system. These opportunities showed me how different the roles can be between a specialist and a primary care provider. It also highlighted the benefits and trade-offs between owning a private practice and working with a healthcare organization. My shadowing experiences ultimately allowed me to reaffirm my desire to go into a challenging but rewarding career in medicine.</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

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<table>
<thead>
<tr>
<th>Experience Type:</th>
<th>Physician Shadowing in Hospital/Acute Care and Clinics</th>
<th>Most Meaningful Experience:</th>
<th>No</th>
</tr>
</thead>
<tbody>
<tr>
<td>Experience Name:</td>
<td>Physician Shadowing in Hospital/Acute Care and Clinics</td>
<td>Dates: 09/2011 - 08/2014</td>
<td>48</td>
</tr>
<tr>
<td>Contact Name &amp; Title:</td>
<td>MD, Family Medicine</td>
<td>Total Hours:</td>
<td>48</td>
</tr>
<tr>
<td>Contact Email:</td>
<td></td>
<td>Contact Phone:</td>
<td></td>
</tr>
<tr>
<td>Organization Name:</td>
<td>Various physicians</td>
<td></td>
<td></td>
</tr>
<tr>
<td>City / State / Country:</td>
<td>Salt Lake City / UT / United States of America</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Experience Description:</td>
<td>I have shadowed 10 physicians specializing in Family Medicine, Emergency Medicine, Internal Medicine, Hospice Care, Radiation Oncology, and Neurology for a total of 48 hours, with plans to do many more hours prior this year with additional physicians, such as Dr. [Name] at the Alta Clinic. Within hospital/acute care settings, I have observed the decision-making process to admit or transfer a patient and how physicians work within a team to care for a diverse group of patients and complaints. My shadowing experience in clinical environments has exposed me to a wide range of care: oncology head/neck Tumor Board meetings, Hospice home visits, and chronic disease management.</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

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- **Pick one doctor you want to separate from others.**
- **Make sure to add organization and contact info here.**
- **Pick one doctor whom you can trust as contact.**
- **List the organization where your contact person works.**
Since you have shadowed multiple doctors multiple times, you can list this as a repeated activity if you want.

If an activity is chosen as “most meaningful experience”, you can list all of the hours with specialty field under the first 700 characters. Then pick a specific experience through these shadowing experiences in the next 1325 characters. Here a student list names of physicians, but you don’t need to do that. If med schools want to know, they will contact you. You can pick just one person among many and discuss your experience, or briefly talk about all of your shadowing experiences in the most meaningful section.

<table>
<thead>
<tr>
<th>Experience Type:</th>
<th>Physician Shadowing/Clinical Observation</th>
</tr>
</thead>
<tbody>
<tr>
<td>Experience Name:</td>
<td>Shadowing physicians</td>
</tr>
<tr>
<td>Contact Name &amp; Title:</td>
<td>Pediatrician</td>
</tr>
<tr>
<td>Organization Name:</td>
<td>Salt Lake City / United States of America</td>
</tr>
<tr>
<td>Experience Description:</td>
<td>I have shadowed doctors including Dr. [name] (family medicine), Dr. [name] (oncology), Dr. [name] (general pediatrics), and Dr. [name] (pediatric inpatient medicine). I spent at least a day with all of them, but I shadowed Dr. [name] longest. By spending time with these physicians, I reaffirmed my drive to become one. I got to see how physicians directly improve their patients' lives. It was also important for me to see the realities of everyday life as a doctor. Amidst preparing for medical school and jumping through endless hoops, it helps to remind myself of the remarkably rewarding final part of the process. Shadowing Dr. [name] impacted me the most because of how much I can relate with her. She is very down-to-earth. She loves her job, and that love shows in everything she does for her patients. One day, I hope to be like her. I got to watch her as she took care of her regular patients in the clinic. She is as kind and considerate as possible to everyone she works with-- her patients, their parents, her assistant, and her fellow physicians. I watched her as she educated an ignorant parent about the importance of vaccines for her baby. I cried with her as we learned the tragic story of one patient. I sat by her side as she directly delivered possibly the worst news about another patient to his parents. I listened carefully as she delicately handled a discussion about healthy eating habits with a teenage girl. Every day, she makes a huge positive impact in each of her patients' lives. This experience (as well as the other shadowing experiences) really helped me because it made me even more sure that this is what I want to do with my life. It helped reassure me that despite the years of grueling training, it is possible to be a very kind and compassionate physician. Dr. [name] also helped me realize that it is possible to successfully balance the roles of good mother and good physician.</td>
</tr>
</tbody>
</table>

Most Meaningful Experience Remarks: | Most Meaningful Experience: Yes |
| Dates: | Total Hours: 5 |
| 01/2012 - 01/2012 | 0 |
| 05/2012 - 05/2012 | 9 |
| 10/2012 - 01/2013 | 35 |
| 06/2013 - 06/2013 | 5 |

Contact Phone: | |
Personal Statement
(5300 characters)

REMEMBER!
The audience is smarter, has more medical knowledge, and knows what is like to be a physician.
Address WHY YOU WANT TO BE A PHYSICIAN!!
  ▪ This is different from how you were inspired to be a physician

Back up your argument with a specific example from your experience.
  ▪ To do this effectively, you can chose and elaborate 1-2 of your experiences listed on the 15 activity list.

Limit # of “I statements”.

Share your background if it’s appropriate.

Use 5 senses to describe your story.
DO NOT summarize what you listed on the 15 activity list.

DO NOT repeat what you wrote on the 15 activity list.

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 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.
Start writing 15 activities you want to list in the AMCAS application.

Select top four most meaningful experiences

- One for your personal statement, up to three for your activities list

- Personal Statement: 5300 characters
- Activity list: 700 characters plus 1325 characters for most meaningful
SECONDARY PERSONAL STATEMENT(s)

Again, REMEMBER:
The audience is smarter, has more medical knowledge, and knows what is like to be a physician.
Secondary Personal Statement

- 3990 characters for UUSOM
- Research the school you are writing for.
- Understand the topic/ questions well.
- Do NOT summarize what you wrote on the 15 activity list
- Do NOT repeat what you wrote on the primary personal statement
- Use “Self Assessment Sheet” to form your statement.
Pay Attention!!!

- Composition
- Grammar
- Spelling
- Punctuation

Get Feedback!!!

- Have some people you can trust (professor, doctor, medical student, parent, advisor, Writing Center tutor, etc.) read your essay and offer feedback. Do not ask too many people to read.
Recommendation Letters
Different Letter Services

**AMCAS:**
- **MD** schools **ONLY**

**AACOMAS:**
- **DO** schools **ONLY**

**INTERFOLIO:**
- More than one application service
  - *(MD & DO, DO & TMDSAS (Texas), MD & Texas, etc)*
- Outside the **US**, e.g., the Caribbean
Types of letters you need

Science Professor

Any Professor

Research OR any other supervisor

Patient Exposure OR Community Service Supervisor

- You can upload up to 10 different letters on AMCAS application.
- You can send more than what is required, but most likely, medical schools will not read extra letters.
**AMCAS Letter Service**

You need to:

- Visit the [AMCAS website](https://amcas.org) to learn more about the entire process of AMCAS Letter Service.
- Choose "**Individual Letters**" if you are applying for only MD schools.
  - If you are applying for both MD and DO, choose "**Letter Packet**".
- Print out/save Letter Matching Form with letter ID# and give it to each letter writer.

* **PPA office does NOT offer a committee letter.** You need to substitute your committee letter with individual letters. Refer to each school’s website for more information.*
The PPA office no longer has a confidential letter service
PPA advisors review your AMCAS and Secondary Applications. **Send your drafts to your advisor!**

PPA advisors do mock interviews for both MMI & traditional. (We may not be able to accommodate for both for each student due to limited resources and time.)

See your advisor **more frequently** than before during the application cycle.

**DO NOT stop** extracurricular activities after you submit your applications!!!
Email your questions to
ppa@advising.utah.edu