

# Pre-Health Professions Advisory Committee Match Day for the 2020 Entering Class

*Preparing People to Lead Extraordinary Lives*



LOYOLA  
UNIVERSITY  
CHICAGO

Pre-Health Professions and Advising Office  
Sullivan Center, suite 255 - Lakeshore Campus  
Chicago, Illinois 60660  
773.508.3636-p [PHadvising@luc.edu](mailto:PHadvising@luc.edu) 773.508.3690-f

## 1. **Welcome**

This is an exciting time for all! Working with you proves to be, much more often than not, a rewarding if not inspirational experience. Welcome to the Pre-Health Professions Advisory Committee – year of admission fall 2020!

Participation in the Pre-Health Professions Advisory Committee is **Optional**.

Primary goals of the Pre-Health Professions Advisory Committee are to retain credibility with health professional schools and assist as many Loyola students to earn admission into health professional school as possible. In other words, the Committee hopes to be both candid and positive when communicating evaluations to health professional schools.

A number of medical schools and dental schools prefer that students apply to medical or dental school through a pre-health advisory committee if one exists on campus.

None of this means that one must use the Pre-Health Professions Advisory Committee or that one has an inalienable right to the Committee. Participation in the Committee is optional and it is also a privilege that may be removed.

## 2. **Discussion of Committee Advisors**

### **General Pointers of Working with Advisors**

Committee Advisors are excited about working with you. Serving as a Pre-Health Professions Committee Advisor is a substantial commitment. However, they are happy to serve, as they believe in the importance of Loyola's Committee process and a Loyola education. Further, helping qualified students and alumni enter a socially constructive career, and, at times, educating others how they can become more qualified applicants in the future is a central interest of educators.

Please remember to **keep your Committee Advisor informed through your entire application process**. Committee Advisors often form a strong bond with their advisees.

- Advisors have files (Online Application Submitted in November 2018)
- What 'in-person' contact means—email, walk-ins, etc., are **not acceptable** for 'in person' contact. Providing at least one-week notice when requesting an appointment is considered appropriate and **requesting an appointment with less than 48 hours' notice is considered inappropriate** (note: Saturday and Sunday are not considered working days).
- The personal statement is a vehicle to help drive the working relationship between advisor and applicant; the ultimate goal is for advisor to get to know you well. It is to your advantage to be candid, proactive, and use good judgment in seeking your advisor's assistance.

## **Pre-Health Professions Advisory Committee Match Day for the 2020 Entering Class**

- Committee Advisors can be asked for individual letters of evaluation only if they have known you in another context (e.g., having you in a class). Some advisors may not write letters or will limit the amount of letters they write due to their committee responsibilities. We caution advisors about becoming overextended between writing letters of evaluation and participating on the Pre-Health Advising Committee.
- Somewhat analogous to health professional school interview: The Committee experience is, in part, an evaluative process where it is in the applicant's best interest to be professional, use good judgment, demonstrate qualities the Committee advisor and larger Committee find impressive for pursuing a career in a health profession, and so forth. However, you have much more time to work with your Committee Advisor and to gain perspective on the process as compared to an interview.
- Go all the way or go away! It does an applicant no good to go through this process halfway, to not put one's best foot forward, etc.
- It is recommended that you meet with your Committee Advisor at least two to three times over the next three months.
- Committee Advisors are all employees of LUC, and as such, are all mandated reporters. If you open up about certain experiences in your past (sexual assaults or other gender-based violence or child abuse are some examples), your committee advisor is required to report that to appropriate resources at the university, such as the Deputy Title IX Coordinator, or DCFS. This is not meant to prevent you from opening up to your advisor, but we do want you to be informed about your advisor's responsibilities depending what you share with him/her.
- Enjoy this Opportunity!

### **3. Use the Committee Process Wisely!**

The committee process is a potential means by which an applicant's academic strengths and qualifications beyond the numbers can be better illuminated for health professional school. A number of medical schools over the years have complimented Loyola on the richness of our committee letters. Committee processes do not exist at some institutions, and those that do exist at other colleges and universities are almost all less intense than at Loyola. **However, the Committee process is not always beneficial.**

Every year, a small number of otherwise seemingly qualified applicants do not take the Committee process as seriously as their Committee Advisor or the larger Pre-Health Professions Advisory Committee would like, engage with their advisors in an inadequate way or inappropriate way, and so forth.

In addition, year after year, there seem to be a number of Committee participants who participate in the Committee process when it is not advisable to do so. As we have indicated in other Committee materials, health professional schools typically find a Committee Evaluation helpful because they believe this provides a more balanced view of each student than letters from individual faculty members can do alone. Committee appraisals are rigorous, may be positive and negative, and vary in strength (e.g., levels seen in a typical letter of evaluation form, not everyone who participates in the Committee process will be regarded by the Pre-Health Professions Advisory Committee as outstanding, etc.). Generally, the strength of the Committee letter of evaluation reflects the Committee's appraisal of the strength of the applicant's candidacy along criteria based

## **Pre-Health Professions Advisory Committee Match Day for the 2020 Entering Class**

on (but not limited to): individual letters of evaluation; academic transcript(s); health professional school admission test performance; involvement in health related volunteer/work; extracurricular/community service activities; research opportunities; general work experiences; personal life factors; maturity of your decision to pursue a career in the health professions; and your interactions with the members of Pre-Health Professions Office, your Committee Advisor, and other members of the Loyola community. The Pre-Health Professions Advisory Committee will also be using the AAMC Core Competencies in evaluating Committee applicants. For a list of these competencies please see: <https://www.aamc.org/initiatives/admissionsinitiative/competencies/>

There is some good information in the Committee materials on the Pre-Health website which can help you decide whether it would be wise to apply using this cycle of the Pre-Health Professions Advisory Committee. (We also provide one example below using only numbers—far from the only factor considered in medical school admissions.) The final decision on whether or not to use the Committee process is up to the applicant, provided he or she continues to meet all eligibility requirements and deadlines. At least one exception beyond failing to meet eligibility requirements and deadlines is when the Pre-Health Professions Advisory Committee declines to write a Committee letter.

Researching the requirements and matriculate profiles for all the health professional schools in which you are interested is also an essential step in determining whether this application cycle is right for you.

### Statistics

Approximately 90% of those accepted to health professional school for fall 2017 entry had GPAs of...

- 3.4 or higher for Allopathic Medical School
- 3.2 or higher for Osteopathic Medical School
- 3.25 or higher for Dental School (2016 data not yet available)

#### **4. Selected Deadlines (Refer to Committee materials for further information)**

- **March 1, 2019 – 5:00 PM:** Deadline for updating your PHad application with the minimum 50 hours of post-secondary clinical experience.
- **March 1, 2019 – 5:00 PM:** Deadline for scheduling and having your initial meeting with Committee Advisor.
- **March 29, 2019:** Preferred deadline for having letters of evaluation into the Office of Pre-Health Professions Advising.
- **April 26, 2019:** Deadline for submitting/uploading a polished copy of your personal statement to your PHad application. We don't send this copy of your personal statement to health professional schools—it is for our records.
- **April 26, 2019:** Deadline for last day to meet with your Committee Advisor.
- **May 1, 2019:** Deadline for having a total of three letters of evaluation on file in the Pre-Health Professions Office - one of which being a clinical letter of evaluation. If you do not have a minimum of three letters including a letter from your clinical experience, you will not be presented to the

## **Pre-Health Professions Advisory Committee Match Day for the 2020 Entering Class**

Committee and the Committee will not write a letter of evaluation on your behalf. Having only three letters, as described above, in by the deadline only means that one has satisfied this eligibility requirement for review by the Committee. It does not mean, for example, that these three letters are any good so an additional letter or two might be helpful.

### **5. Letters of Recommendation**

- **Individual Letters of Recommendation.** Requests for letters of recommendation should first be made in person. Once the recommender agrees to provide letter, submit your request electronically via the PHad system. Please note that paper waivers will no longer be used. Once a request is made via the PHad system, the recommender will receive an email communicating your request, stating your choice to waive or not to waive confidentiality of your recommendation letters, guidance on the content to include in the letter, as well as a link to upload their letter to your PHPAC application. You will receive notification of the letter being available upon upload but you will not have access to view the letter if you have waived your right to see the letter. You are able to view who has submitted the letter of recommendation for you and also who has not submitted a letter. Please note that the recommender has the option to decline to write the letter of recommendation for any reason including if a request has not been made in person.
- The Committee requests at least three letters of evaluation, but more than that is preferable (see grid below).
- The Committee will not accept more than five letters (Applicants interested in osteopathic medicine please note that most osteopathic medical schools require a letter from either an MD or DO for the fall 2020 admission cycle/DO letter preferred. Please take into consideration that an extended clinical experience will aid in a more comprehensive evaluation.).
- The Pre-Health application database maintains an electronic list of what letters have been received on your application. It is your responsibility to make sure all letters of evaluation have been submitted in the Pre-Health application database.
- For candidates who have withdrawn from the Committee process or for those who the Committee has declined to write a letter of evaluation for, one may apply to health professional school on his or her own but no longer through the Committee. The Pre-Health Professions Office is not able to coordinate letters for any applicant for who the Committee has declined to write a letter or who has withdrawn from the Committee process; the office will forward these letters directly back to the original recommenders upon their request. It should be noted that one in such a situation may also go through the Committee in a subsequent year provided he or she meets all applicable eligibility requirements and deadlines.
- Letters of Recommendation submitted to the Pre-Health Professions Office may only be sent only to medical schools for pre-medical applicants or sent only to dental schools for pre-dental applicants. The Pre-Health Professions Office will not send these letters to graduate schools, to scholarship selection committees, etc. If you wish these letters to be used for any purposes other than applying to the specific type of health professional school to which you have applied, you will need to work directly with the person who wrote the letter.

**Pre-Health Professions Advisory Committee  
Match Day for the 2020 Entering Class**

Loyola Undergraduates And Alumni	Loyola Post-Baccalaureate, MAMS and Graduate Students
<b>Two</b> letters from Science Faculty Members	<b>Two</b> letters from Science Faculty Members
<b>One</b> letter from a Non-Science Faculty Member	<b>One</b> letter from someone else who can attest to your motivation for medicine, e.g. an employer, a faculty member from your undergraduate experience, a mentor, a director of your graduate program (if applicable).
<b>One</b> letter from someone who has worked with you in a clinical setting (a doctor's office, hospital personnel, etc.)	<b>One</b> letter from someone who has worked with you in a clinical setting (a doctor's office, hospital personnel, etc.)

**6. Appointments**

- Committee Advisors are excited to work with you!
- If you want your Committee Advisor to work with you on your personal statement, bring a copy of personal statement to your meeting with your advisor (or send in advance only if your advisor requests).
- Keep all appointments.
- If you must cancel/reschedule your meeting, please let your advisor know immediately.
- Use your appointment time wisely.
- Some Committee Advisors have rules of conduct; please follow them.
- Always follow up with Committee Advisors about your application.
- Use common sense and good judgment throughout the process.
- While you are required only to have one meeting with your Committee Advisor by March 1, 2019 to remain eligible for the Committee, advisees are **strongly encouraged** to have at least two or three meetings with their advisor within the established time frame for Committee advisor-advisee meetings (late January 2019 through April 2019).
- **Do your part in building the working relationship!**
- **Enjoy this Opportunity!**

**7. Waiver Form:**

- Part I: Authorization for Committee to write letter
- Part II: Waiving/Not Waiving access to Committee Letter
- Part III: Institutional Action/Conduct Violation

We recommend that you turn the signed letter in as soon as possible. You are responsible for uploading the signed waivers to your PHAD application by March 1, 2019 (there's a file upload at the end of the application where you must select the scanned in file and select the file type "waiver" from a drop down menu). PHPAC participants who do not have waivers on file by March 1, 2019 can be discontinued from this cycle of the PHPAC with a one-week notice.

**To Waive or Not to Waive?**

## **Pre-Health Professions Advisory Committee Match Day for the 2020 Entering Class**

Applicants must select all confidential or all non-confidential letters. There can be no combination. Many schools indicate that confidential letters are preferred; however, you cannot be required to choose confidential letters. It is your choice.

### **Conduct Violations**

If you give us permission, we review your files in your College and the Dean of Student's Office for instances of conduct violations, at least in part, to see if we can help you if violations do exist. While we can make no promises about the effectiveness of our advocacy or even if the Committee will decide to advocate for an applicant in this instance (e.g., the Committee generally declines to write a Committee letter for an applicant who is currently not in good standing with the university while participating in the Committee process, etc.), we have contacted medical schools before on students' behalf to explain why a specific misconduct should not keep a student out of medical school. At other times we explain the context of the misconduct. Some health professional schools will ask to check your files regardless of whether you give us permission or not. If you do not give us permission, we will not look into your files, but will note in the Committee letter that we were not granted permission to inspect your files.

If any of the non-academic violations resulted in any type of probation or suspension, we typically request that this applicant meet with a representative of the Pre-Health Professions Advisory Committee to discuss this incident(s). We also typically request all applicants who have an instance of academic institutional action on their record to meet with a representative of the Pre-Health Professions Advisory Committee to discuss this incident(s).

### **The 2019 AMCAS Policy on Institutional Action reads as follows:**

"You must answer **Yes** to this question if you were ever the recipient of any institutional action by any college or medical school for unacceptable academic performance or conduct violation, even if such action did not interrupt your enrollment or require you to withdraw. You must answer **Yes** even if the action does not appear on or has been deleted or expunged from your official transcripts due to institutional policy or personal petition.

If you answer **Yes**, you must briefly explain each instance, along with the date(s) of occurrence (MM/YYYY). Your response may be up to 1,325 characters or approximately one-quarter of a page in length.

Failure to provide accurate information in answering this question or, if applicable, in completing the form provided by the school, will result in an investigation. Medical schools require you to answer this question accurately and provide all relevant information. Medical schools understand that many individuals learn from the past and emerge stronger as a result. Full disclosure will enable the medical schools to more effectively evaluate this information within the context of your credentials.

If you become the subject of an institutional action after certifying and submitting the AMCAS application, you **must** inform your designated medical school(s) within 10 business days of the date of the occurrence."

Source: [https://aamc-orange.global.ssl.fastly.net/production/media/filer\\_public/33/f0/33f0bd3f-](https://aamc-orange.global.ssl.fastly.net/production/media/filer_public/33/f0/33f0bd3f-)

**Pre-Health Professions Advisory Committee  
Match Day for the 2020 Entering Class**

9721-43cb-82a2-99332bbda78e/2018\_amcas\_applicant\_guide\_web-tags.pdf

**This Year or Next Year?**

You can apply through the Pre-Health Professions Advisory Committee only once: Once you have submitted your primary application and released your letters of evaluation, you have gone through the Pre-Health Professions Advisory Committee process and cannot participate in a subsequent Committee cycle.

- One's first application to health professional school, all things being equal, is one's strongest application.
- Some health professional schools "limit" the times that a candidate can apply.
- It has been our experience that 1/3 or more of all those who register for a given Pre-Health Professions Advisory Committee cycle withdraw from that Committee cycle.
- Plans for additional opportunities for the 2019-2020 AY and beyond should be underway at this point should one eventually decide to postpone or otherwise modify plans for application to health professional school.
- All applicants who do not complete this year's Committee cycle for any reason, must register for and meet all deadlines and eligibility requirements to participate in any given subsequent Committee cycle.

**Withdrawing from Committee:**

- a. Last day to withdraw from this cycle of the Pre-Health Professions Advisory Committee with "No Questions Asked" is May 10, 2019.
- b. Last Day to withdraw from this cycle of the Pre-Health Professions Advisory Committee with valid reason (as determined by representatives of the Pre-Health Professions Advisory Committee) is the last Friday in August 2019.
- c. Remember, once you have submitted your primary application and released your letters of evaluation, you have gone through the Pre-Health Professions Advisory Committee process and cannot participate in a subsequent Committee cycle nor could you withdraw from the Committee process.

**8. Availability of Committee Advisors**

Please notify us if your Committee Advisor is not accessible after multiple attempts to contact. Under almost all other circumstances you will be required to work with your assigned Committee Advisor.

**9. Supplemental Information Only**

The information presented in this workshop is **Supplemental** to Pre-Health Professions Advisory Committee information available on the Pre-Health Website, other Committee workshops, and communications from the Pre-Health Office (e.g., email, etc.). Committee participants are responsible for all such information.

**10. Additional Resources**

• **Medical**

The AAMC's Fee Assistance Program (FAP) "assists those who, without financial assistance, would be unable to take the Medical College Admission Test® (MCAT®), apply to medical schools that use the

**Pre-Health Professions Advisory Committee  
Match Day for the 2020 Entering Class**

American Medical College Application Service® (AMCAS®), and more.”

<https://students-residents.aamc.org/applying-medical-school/applying-medical-school-process/fee-assistance-program/>

MCAT testing accommodations:

<https://students-residents.aamc.org/applying-medical-school/taking-mcat-exam/mcat-exam-accommodations/>, and visit Loyola’s Student Accessibility Center <https://luc.edu/sac/index.shtml> for additional information.

- **Dental**

“ADEA AADSAS FAP assists students who demonstrate extreme financial need while applying to ADEA AADSAS. The program, offered by the American Dental Education Association, is not affiliated with any government, college or university, scholarship, grant or fellowship program. Approval for fee assistance is at the sole discretion of ADEA AADSAS.”

[https://www.adea.org/GoDental/Application\\_Prep/The\\_Application\\_to\\_Dental\\_School\\_ADEA\\_AADSAS/Fee\\_Assistance\\_Program.aspx](https://www.adea.org/GoDental/Application_Prep/The_Application_to_Dental_School_ADEA_AADSAS/Fee_Assistance_Program.aspx)

DAT testing accommodations:

[http://www.ada.org/~media/ADA/Education%20and%20Careers/Files/dat\\_accommodation\\_request.ashx](http://www.ada.org/~media/ADA/Education%20and%20Careers/Files/dat_accommodation_request.ashx), and visit Loyola’s Student Accessibility Center <https://luc.edu/sac/index.shtml> for additional information.

## 11. **Assignments**

Please make sure you have swiped your student ID at the kiosk. Doing so will verify you have attended a Match Day Meeting and you will be able to begin meeting with your Advisor.

Enjoy the experience and make the most of it!