
Filling out the AMCAS Application

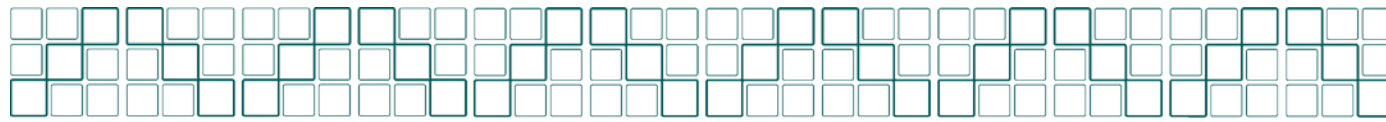
William J. Higgins





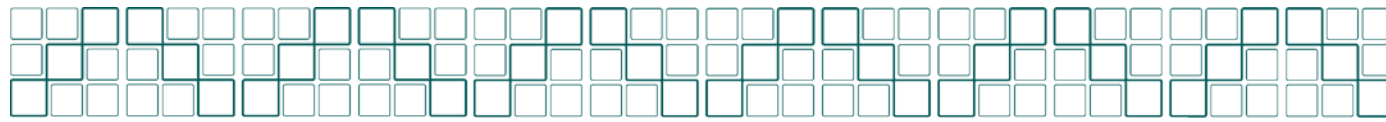
Remember four things:

- YOUR objective or purpose
- The objective or purpose of the document
- Impact of a first impression
- The ~~importance~~ necessity of being early!



“I look for a sustained understanding of why the candidate wants to enter medicine, how they’ve tested their interest, and how they’ve prepared for the rigors of medical school.”

Dean for Admissions

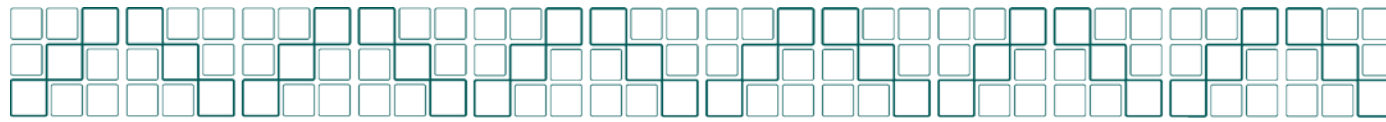


AMCAS

<https://www.aamc.org/students/applying/amcas/>



<http://www.aamc.org/students/amcas/start.htm>



You MUST read:

<http://www.aamc.org/students/amcas/2012amcasinstructions.pdf>



2013 AMCAS INSTRUCTION MANUAL

WWW.AAMC.ORG/AMCAS



AMCAS

<https://www.aamc.org/students/applying/amcas/>



Listed here are the steps in the AMCAS process taken from the check list contained in the Instructions (pdf file)



Frequently Asked Questions (FAQ)

The following categories contain common questions regarding the AMCAS application process. Choose a category, then click on a question to see the answer.

If you don't see what you are looking for here, also see the [Resources page](#) and the [2013 AMCAS Instruction Manual PDF](#).

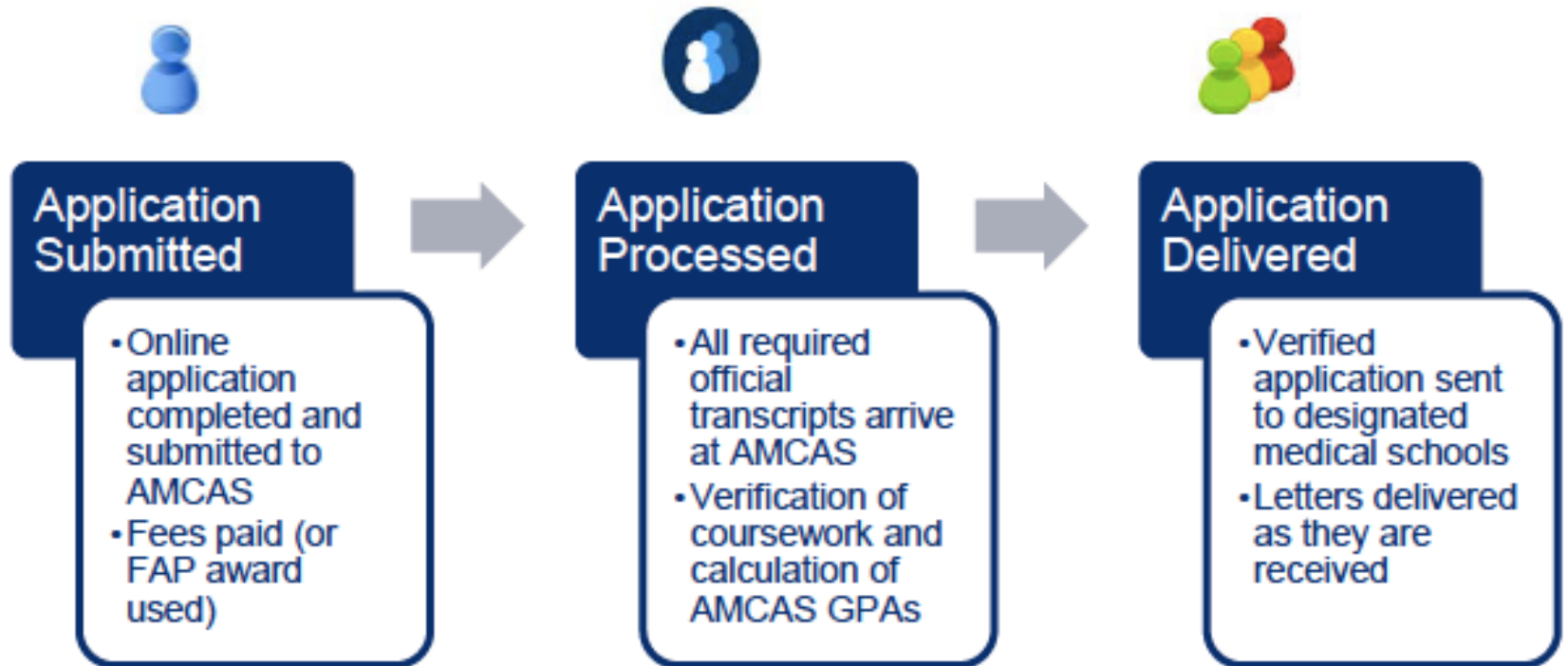


Reference Documents

- [AMCAS Instruction Manual PDF](#)
- [AMCAS Quick Start Guide PDF](#)
- [Application Checklist PDF](#)
- [Application Tips PDF](#)
- [Application Worksheet PDF](#)
- [AMCAS Course Classification Guide PDF](#)
- [AMCAS Grade Conversion Guide PDF](#)
- [AMCAS Glossary of Terms PDF](#)



How does AMCAS work?

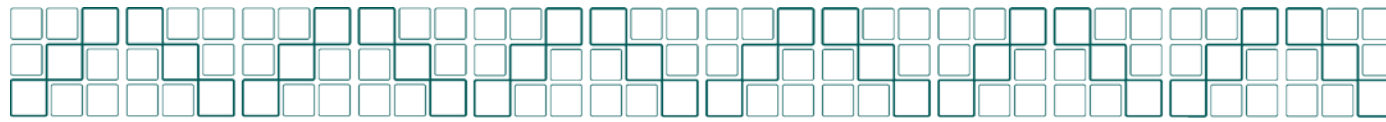


<https://www.aamc.org/students/applying/amcas/>



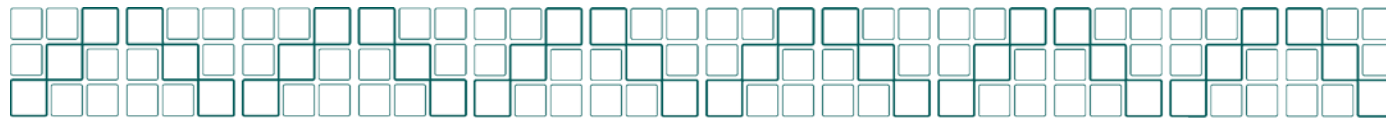
**I promise I will submit
my AMCAS before
15 June!**

5 June is earliest submission date



AMCAS and Your Email

- Supply an email account you actually use and check daily
- Be sure AMCAS is not labeled as JUNK
- Use one that is not cluttered with 100 emails/day
- Use an appropriate login ID and password
- Monitor the status of your account almost daily!



PC User ?

- Chrome 15
- Firefox 7 and 8
- Internet Explorer 8 and 9
- Safari 5

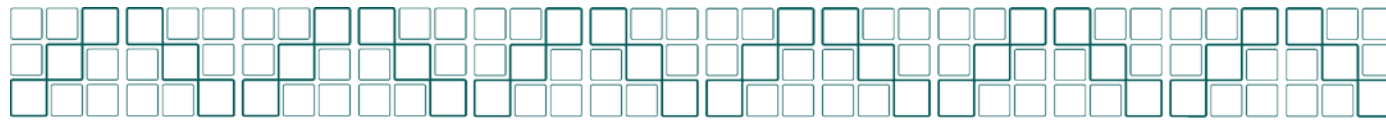
See page 14 of the AMCAS Instruction manual



Mac User ?

- Chrome 15
- Firefox 7 and 8
- Safari 5

See page 14 of the AMCAS Instruction manual

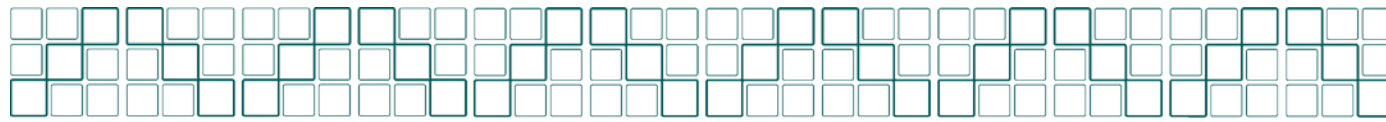


AMCAS Checklist within your application

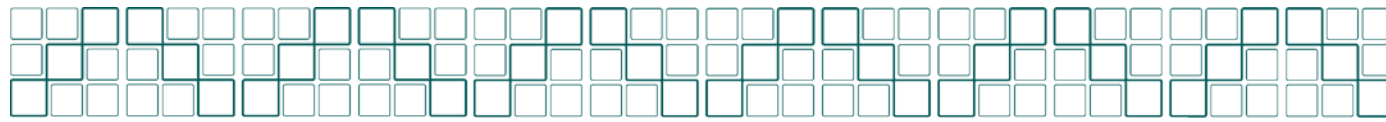


Issue: Matching official transcripts (OT's) with your application

1. Applicants should not send transcripts prior to the opening of the AMCAS application.
2. Once the application is open, complete the Identifying and Schools Attended sections of the application.
3. Applicants should submit a Transcript Request Form, available in the AMCAS application, to their registrar* and request that this form be included along with the official transcript.



AMCAS requires that applicants submit official transcripts from all U.S. and Canadian post-secondary institutions, regardless of which school(s) accepted this credit.



<http://www.aamc.org/students/amcas/2011amcasinstructions.pdf>



“The BCPM GPA is comprised of Biology,,
Chemistry, Physics and Mathematics courses.

All other coursework will be calculated
in the AO (All Other) GPA.”

[www.aamc.org/students/applying/amcas/
how_to_apply/130652/
entering_your_course_work.html](http://www.aamc.org/students/applying/amcas/how_to_apply/130652/entering_your_course_work.html)



Instructions for entering activities

<http://www.aamc.org/students/amcas/2012amcasinstructions.pdf>

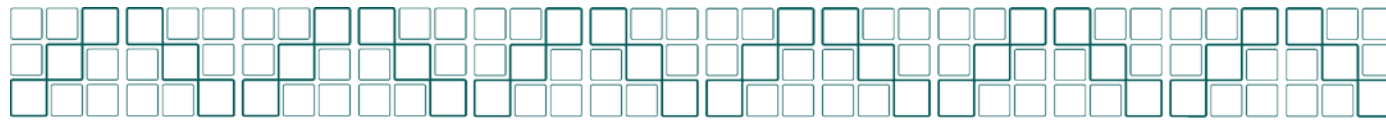


Your entries should be written in Plain Text
Format and then copied and pasted into
AMCAS to preserve formatting. Do not use
RTF or Word formats!

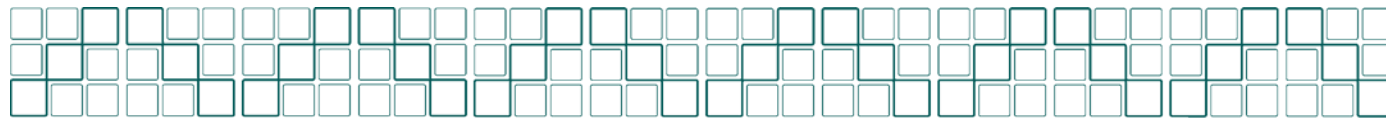


Discussion of *Most Meaningful Experiences*

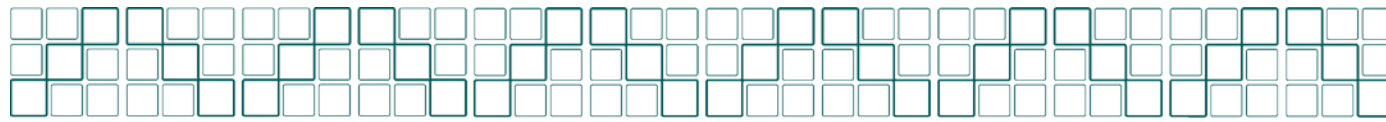
Relevant to medicine!



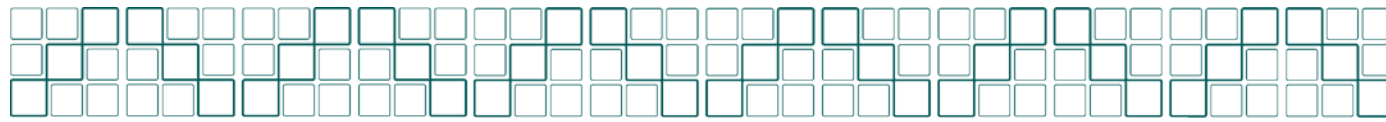
D.O. Application?



*Relationship between
Most Meaningful
and
Personal Statement*



Clarity! *and* Brevity!



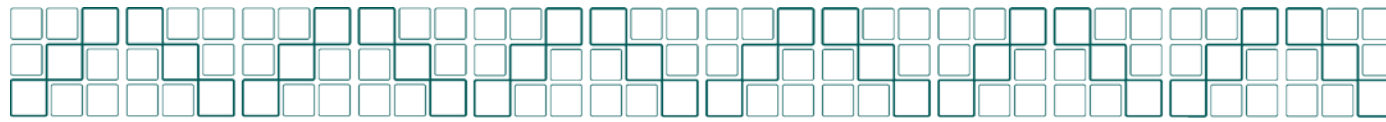
Format of your entries

- Properly formatted and punctuated!
- Be consistent!
 - Bulleted list for similar items within one category
 - Narrative
 - Narrative with supplemental list
- Use English!
- Avoid jargon and acronyms
- Be descriptive



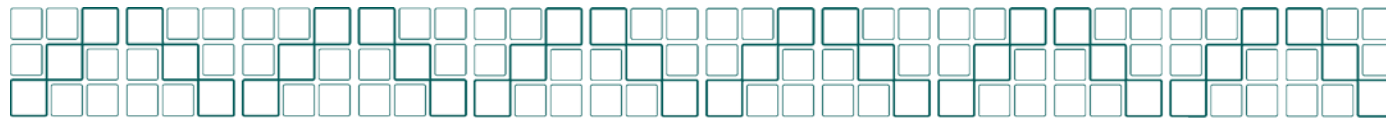
Work / Activities Issues:

- Applicants create multiple entries for repeated experiences.
- Poorly written and not edited
- Failure to point out significance or impact



Assembling your list

- Compose a detailed list of each event, activity, and position
 - No high school years
- Remembering the purpose, rank them in terms of significance for the profession and personal meaning
- Combine as appropriate
- 1325 characters = 1/4 page



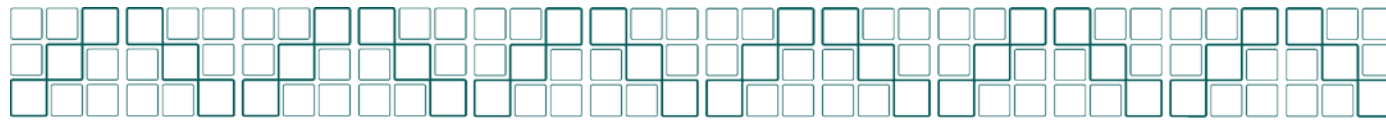
Grouping similar items

- You do not need to use all 15 slots!
 - Brevity is next to godliness.....
- Similar academic awards should be grouped



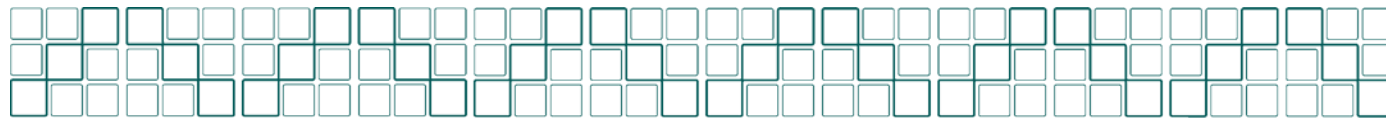
Grouping similar items

- If in doubt: What makes these items significantly different or outstanding?
 - You do not want to over emphasize minimally important items.
- What is their importance for this application?



List your academic awards together

- Dean's List
- Scholarships
- All other University level academic and service based awards



Common Items for IRTAs

- Speak Spanish?
- What do you want to talk about in an interview?
- Hobbies
 - URLs?
- Reference posters



Research Experiences

- What to say?
 - Identify the lab and Lab Chief
 - What's the big question?
 - What's your question or hypothesis?
 - Explain rationale & significance
 - Publications?
- Methods or techniques are usually not of interest



Example:

N.I.H. Intramural Research and Training Research Fellow. Institute of Irreproducible Results, Dr. Harley J. Schmedlap, Section Head Honcho.

The laboratory focuses on the long term effects of attending boring oral presentations on brain function. My specific project assesses the location and extent of neuronal death due to exposure to lectures in undergraduate Organic Chemistry. I am examining brain biopsies taken from undergraduate Chemistry, English, and General Studies (negative control group) majors, identifying any structural differences in the CNS neurons.

Poster Presentation: Schmuck, R. Q. and H.J . Schmedlap (2012) Exposure to Organic Chemistry lectures significantly increases cell death in the frontal lobes. NIH IRTA Poster Day



Publications

- Full citation with all authors
 - Schmedlap, H. J. and R. Q. Schmuck (2012) Organic Chemistry lectures diminish mental capacity in college-aged students. *J Irreprod. Res. (In Press)*
- Categories:
 - Published
 - In Press
 - Submitted
 - In preparation
 - Ask letter writer to confirm



Research outputs to cite

- Publications
 - Published
 - In press
 - Submitted
 - Manuscript in preparation
- Posters
- Presentations



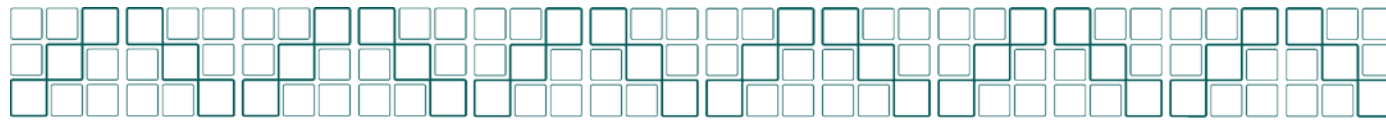
A word about the level of detail

- Familiar positions and tasks do not require elaboration
 - e. g., Residence Hall Assistant position
 - How many residents, etc.
 - But do mention you were selected!
- What did it mean to you? How did it influence you?



Attaching the significance and relationship to medicine

- Your choice.....
- If you do, be brief, specific, and clear.
e. g., Clinical or research experiences

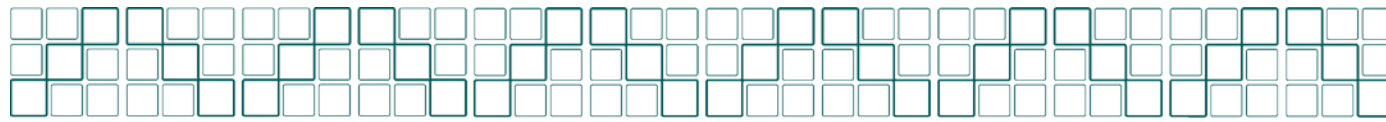


Now select (or confirm your choice of) the most meaningful three.....



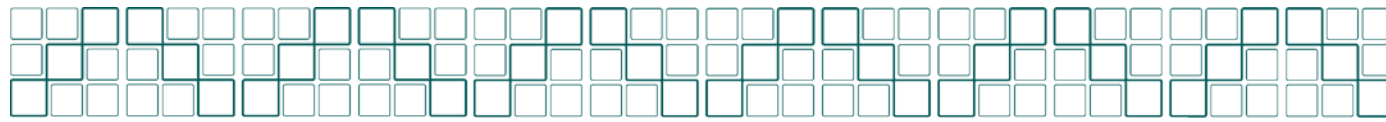
Editing

- You must edit and revise!
 - Consistent style, verb tense, and format
 - Active voice, positive statements, without empty or needless words
 - Read it aloud!
 - Print it out and check the appearance and format



The End

Note and use Final
Checklist in
AMCAS Instructions



For and appointment, please
use on line schedule maker at
OITE website!