Premedical Handbook
Michigan State University College of Human Medicine
Premedical Handbook

The Premedical Handbook and Self-Assessment Guide reflect the insights of premedical advisors, successful medical students, medical school faculty, and Committee on Admissions members. Designed to organize your planning and preparation for medical school, it contains information and advice that the College of Human Medicine associates with a successful medical school application.

As you identify yourself as a possible future physician, you enter an exciting and busy time. Along with all the other joys and demands of life, it is a time to:

- Challenge your talent and satisfaction in working with the sciences
- Tap into your abilities and energy as you put altruism into action
- Test your tolerance of an intellectually and physically rigorous lifestyle
- Explore your communication skills and leadership potential
- Engage in realistic self-appraisal and self-improvement efforts

Following these guidelines will help confirm your career direction as you prepare for the profession. The Premedical Handbook outlines the foundation for successful preparation. Following this guide and your premedical advisor’s advice will assist you in becoming a well-rounded applicant; however, it does not assure medical school admission. Some individuals apply prematurely and may not yet have the experience base or academic profile to predict success. Others may be well prepared yet were not selected for admission in a given application cycle. Take time to reflect on your goals and abilities as you proceed, and consider alternatives as appropriate.

If our mission is consistent with your career goals and our curriculum is consistent with your learning style, we encourage you to apply to the College of Human Medicine. Please take some time to visit the pages within our website to learn more about us.

The Self-Assessment Guide will help you evaluate your experiences and personal development. Ideally, you will begin your self-assessment early in your college experience to guide and record your preparation. Please do not assume that the order in which topics appear reflects an order of importance. Visit the AAMC site, Aspiring Docs (aamc.org/students/aspiring/), for additional information to consider while preparing to apply to medical school.

We encourage current applicants to review the Self-Assessment Guide as they complete secondary applications, prepare for interviews, and plan for possible reapplication. All medical school applicants should continue to develop themselves as potential medical students and future physicians throughout the application year.
Medical School Application General Recommendations

- Review your Self-Assessment Guide and work hard to develop strategies to override any deficiencies you find prior to application. If you are not initially admitted, reassess and correct your deficiencies if you intend to reapply.

- Find valuable information about the medical schools you intend to apply to, including important deadlines, in the AAMC Medical School Admissions Requirements (MSAR) (aamc.org/students/applying/requirements/msar/).

- Develop a budget and identify resources to cover medical school application expenses. Consider the cost of the AMCAS application, the MCAT, application fees for individual schools, transportation, accommodations, and wardrobe. For more information, visit the AAMC page, The Cost of Applying to Medical School (aamc.org/services/first/first_factsheets/94390/cost-applying-med-school.html).

- While your AMCAS application can be submitted for verification in early June, the College of Human Medicine encourages you to submit your best application to AMCAS. This may mean you will want to wait until you receive summer grades or complete summer clinical experiences or research projects. However, be aware that other medical schools do operate on a first-come, first-served basis.

- Develop a career contingency plan for your future in case medical school is not a realistic goal for you at this time.

- Refer to the sections of your Self-Assessment Guide that list all your activities (medical/clinical, community service, group/leadership, research, and employment) since high school. Be sure these activities are incorporated into your application.

- Refer to the sections of your Self-Assessment Guide that list the insights you gained through your experiences. Use these to enrich your personal statement and secondary essays.

- Take special care with your written (AMCAS and secondary) applications. Be sure there are no careless errors. Use a proofreader in addition to spell check.

- Write your own responses for the AMCAS personal statement and secondary essays. Do not permit proofreaders to alter the content of your statements.

- If you are a science major, be sure you have taken enriching courses in the arts, humanities, and social sciences.

- If you are a nonscience major, be sure that you have acquired science knowledge that will support success in the rigorous, fast-paced science curriculum of medical school. Required premedical science courses make you eligible to enroll, but may not be sufficient preparation.

- Be thoughtful about medical ethics and moral problems in medicine. Take a medical ethics course, if possible, or read about medical ethics.

- Be familiar with health care reform and the issues that health care professionals confront. If possible, take a course in the sociology of health care systems course and/or medical economics, or read about these topics.

- Be aware of current topics in the news regarding medical research.

- Consider whether you may wish to pursue a combined degree, such as an MD/PhD or an MD/MPH.
Advice for High School Students

High school students interested in health careers are invited to apply to Michigan State University. MSU is an internationally renowned land grant institution committed to excellence in teaching, research, and community outreach. Academic and premedical advisors will assist you in developing an academic schedule to meet premedical requirements. Premedical groups, service organizations, and the MSU Center for Service-Learning and Civic Engagement (servicelearning.msu.edu/) will assist you in your nonacademic preparation.

To obtain a MSU online undergraduate application, visit the MSU Office of Admissions website (admissions.msu.edu/). For information about visiting the university, view the Office of Admissions Visit Campus (admissions.msu.edu/visitCampus/default.asp) page. You can learn more about premedical education and advising at the College of Natural Science Advising page (ns.msu.edu/index.php/students/advising/).

Recommendations

- Enhance your college prep courses with advanced science classes, four years of mathematics, speech or debate, psychology or sociology, and computer studies. The College of Human Medicine will recognize AP credit to meet our premedical course requirements only if the credit is posted on your official college transcript. You may be asked to demonstrate additional laboratory work at the college level.

- Foster professional development and maturity through volunteer work, employment in a medically relevant area, and community service. These activities will help focus your commitment to integrity, excellence, self-respect, respect for others who are different from you, and developing compassionate relationships.

- Investigate college and university websites, request college and university catalogs, and visit those institutions that interest you. The Michigan Association of Collegiate Registrars and Admissions Officers (MACRAO) (macrao.org) site lists Michigan college and university home pages. When applying to colleges/universities, consider what you can afford, where you feel at home, and which schools offer excellent premedical preparation. The College of Human Medicine does not prefer one major over another. Select one that best links your academic interests and your academic talents. Your academic advisor will be able to help you with this important decision.

- If you are attending one of our partner universities—Alma College, Aquinas College, Calvin College, Grand Valley State University, Hope College, Kettering University, Lake Superior State University, Michigan Technological University, Northern Michigan University, Saginaw Valley State University, or the University of Michigan-Flint—you may want to find out more about the Early Assurance Program (MDadmissions.msu.edu/Programs/EA/EAP.htm).

- If you are attending Michigan State University, you may be interested in the Early Assurance Opportunity (MDadmissions.msu.edu/Programs/EA/EAO.htm).

Advice for Nontraditional/Postbaccalaureate Applicants

Nontraditional applicants are those who have completed a baccalaureate program (BA, BS, or equivalent) from an accredited college or university. Some nontraditional applicants have earned advanced degrees and/or pursued a variety of medical or nonmedical careers and now wish to earn an MD degree. Nontraditional applicants may or may not need to improve their academic and experiential profile.
Nontraditional students who were not science majors or who have not taken any science courses in the three years prior to beginning of medical school may benefit from taking upper-level science courses such as anatomy, biochemistry, cell biology, embryology, genetics, microbiology, molecular biology, immunology, neuroscience, or physiology. If your undergraduate science GPA is a weakness of your application, complete additional science coursework through a postbaccalaureate or graduate program. Complete at least 16 additional undergraduate or graduate science semester credits by the time you submit their AMCAS Application.

Postbaccalaureate applicants are those who need to enhance an existing academic record; these students have taken the requisite courses, but need to improve their GPA to increase the competitiveness of their medical school applications. Postbaccalaureate applicants should complete at least 16 additional postbaccalaureate science semester credits by the time they submit your AMCAS Application.

Both nontraditional and postbaccalaureate applicants should review the suggestions offered to traditional applicants, including the sections on professional development and investigation of medical schools. Your time frame will be different, but the recommendations are the same.

All applicants to CHM must complete the premedical requirements before matriculating. These courses can be completed at any time during your post-high school education and may be taken at any accredited US or Canadian college or university. Courses may also be completed at any accredited community college or junior college if they are accepted as transfer credit at an accredited US or Canadian four-year college or university. To verify if a particular course is accepted at MSU, visit Transfer MSU (transfer.msu.edu), the university’s searchable transfer credit equivalency system.

A premedical or academic advisor at your local college or university can assist you in planning your coursework and MCAT exam date. You want material to be fresh in your mind for the MCAT. This can be accomplished through recent courses and/or thoughtful, intense review. Consider using MCAT preparatory materials. Visit Preparing for the MCAT (aamc.org/students/applying/mcat/preparing/252980/preparingforthemcatexamclx.html) for more information.

American Medical College Application Service (AMCAS)

All applicants to the College of Human Medicine at Michigan State University must begin the application process by submitting a primary application to the American Medical College Application Service (AMCAS) (aamc.org/students/applying/amcas/), part of the Association of American Medical Colleges (AAMC) (aamc.org/).

AMCAS is a nonprofit, centralized application processing service developed by the AAMC in cooperation with a team of medical school admissions officers to simplify and standardize the application process to medical school. Most US and Canadian medical schools use AMCAS as the primary application method. You cannot apply directly to the College of Human Medicine.

The AMCAS Application provides an opportunity to write a personal statement, list and describe activities, and report a disadvantaged background, if applicable. Carefully complete the AMCAS Application as directed. Transcripts for all academic work must be sent to AMCAS as instructed. Letters of evaluation must be submitted through the AMCAS Letters (aamc.org/students/applying/amcas/faqs/63226/faq_amcasletters.html) service. AMCAS automatically notifies us when your verified application, released MCAT scores, and letters of evaluation are available.

While you can submit your AMCAS application for verification in early June, the College of Human Medicine encourages you to submit your best application to AMCAS. This may mean you want to wait until you complete summer clinical experiences or research projects, or receive summer grades. However, be aware that other medical schools operate on a first-come, first-served basis.
Medical College Admission Test (MCAT)

The **MCAT** ([aamc.org/students/mcat/](http://aamc.org/students/mcat/)) is a standardized, multiple-choice exam designed to assess the problem solving, critical thinking, and knowledge of science concepts and principles prerequisite to the study of medicine. Scores may predict how well applicants may perform in certain medical school courses and on required medical board examination series for licensure. Your scores on the MCAT represent only one important component of your medical school application.

If your MCAT scores are lower than you hoped for, discover the cause before you retake the MCAT. Strive for scores at or above the national mean of accepted applicants: **Verbal Reasoning**=9.8; **Physical Science**=10.4; **Biological Science**=10.8.

The MCAT is administered as a computerized exam only. Thomson Prometric delivers the computerized MCAT on behalf of the AAMC multiple times per year, at hundreds of testing sites in North America and select sites in Europe, Asia, Australia, Africa, and the Middle East. The MCAT Program Office will inform you of testing locations, MCAT fees and fee waivers, MCAT registration deadline dates, and MCAT test dates.

The timing of application and admissions cycles are such that the latest you can take the MCAT for the current application cycle is mid-September (for example, the latest MCAT date for 2012-13 application cycle is September 12, 2012). The College of Human Medicine only accepts MCAT scores that are no older than four years (i.e., 2009 scores for 2012-13 application cycle).

**Recommendations**

- **Prepare NOW!!** There is no substitute for long-term preparation for the MCAT. It begins with your first college course. Attend every class; take good notes and review them thoughtfully. Understand the material, do all your assignments, and attend office hours. Get excited about learning!

- Pay special attention to the basic science concepts that unite the sciences. Begin to see science as an integrated whole rather than separate and distinct content area.

- Take advantage of office hours or make appointments with your science professors to discuss the unity of the biological and physical sciences. Become able to discuss science and science concepts.

- Take courses that will develop your critical reading and writing skills. If these are weaker areas for you, get additional help now!

- **Use** [AAMC MCAT Practice Tests](http://aamc.org/students/mcat/preparing/orderingpracticetests.htm), available online or at college bookstores.

- Use AAMC materials or your choice of MCAT guidebooks in conjunction with basic science courses. Using the guidebooks and practice tests as you complete coursework may enhance both your learning and test taking abilities and may help you earn higher grades while you prepare long-term for the MCAT.

- **One full year before you take the MCAT,** prepare a calendar to guide your final preparation. A sample plan may include two months review of each of the following courses: biology, general chemistry, organic chemistry, and physics. Begin the review with the course that was most difficult, or was taken the longest ago. Progress one course at a time, finishing with the course that was least difficult or taken most recently. Spend some extra time studying biochemistry, genetics, and physiology. Reserve at least a month before the MCAT for a comprehensive review.

- **The MSU CLIMB Program** ([lrc.msu.edu/MCAT Prep/index.html](http://lrc.msu.edu/MCAT Prep/index.html)) is open to all students considering a career in medicine. In addition to special events and workshops throughout the year, MSU CLIMB offers two intensive MCAT preparation sessions open to both MSU students and others.
Academic Preparation

All students admitted to the College of Human Medicine must successfully complete the College’s premedical requirements (MDadmissions.msu.edu/ApplicationProcess/future/admiss_req.htm) prior to matriculation into medical school. The courses listed are minimum requirements. CHM strongly encourages applicants to take additional, upper-level courses in anatomy, biochemistry, cell biology, embryology, genetics, microbiology, molecular biology, neuroscience, and physiology. Applicants are also encouraged to enroll in courses that promote understanding of the arts, humanities, ethics, social sciences, and cultural differences.

Any college major is acceptable. Select one that will be stimulating and personally satisfying. Premedical requirements may be within your major, taken as electives, or added to your course of study. Keep in mind that the national mean GPAs for applicants accepted to medical school are an overall GPA of 3.67 and a science GPA of 3.61.

The College Committee on Admissions reviews applicants’ science and nonscience grades, taking note of the difficulty of coursework, number of credits attempted and completed each semester, trend in grades, and overall averages. Your grades represent only one important component of your medical school application.

Recommendations

Undergraduate Program

For an optimal academic experience, it is essential that you choose a major that suits you. Since CHM does not prefer one major over another, you are free to select the major that best links your academic interests and your academic talents. Your academic advisor will be able to help you with this important decision.

- Stay academically focused to do your best in your courses. Attend class regularly. Take advantage of office hours and tutorial sessions. Discover how you learn most effectively and efficiently.

- In addition to your coursework, consider the following suggestions:
  - Meet with your academic advisor on a regular basis
  - Become involved in a research setting or project when possible

Postbaccalaureate Program

It is important to develop a contingency plan for your future in case you are not accepted to medical school. This is especially important for applicants whose grades are at the lower range. If your undergraduate GPA is a weakness of your application, that contingency plan should include additional academic coursework, usually through a postbaccalaureate program.

- Complete at least 16 additional undergraduate science semester credits between the time you graduate from college and the time you reapply to CHM.

- Enroll in required premedical science courses. If you took premedical science courses and did well in them, consider taking additional science courses such as anatomy, biochemistry, cellular and molecular biology, embryology, genetics, neuroscience, microbiology, physiology, or statistics.

- Do your best to achieve grades in the range of 3.5-4.0 in all of your science courses.

- Take courses that are interesting or meaningful to you and/or will be helpful in following through with your contingency plan.
Graduate Program

Many physicians also have an advanced science degree, a business degree, or an advanced degree in public health, epidemiology, or medical ethics. Select an advanced degree program in which you have talent and research interest. An advanced degree may open an alternate career path or make you a more highly sought-after physician. It is very important to time your medical school application so you will be admitted only after you have completed the requirements for your advanced degree program. Deferred matriculation may be available for accepted applicants who are completing graduate programs. Please discuss your plans with your advisors.

• Do your best to achieve grades in the range of 3.5-4.0 in all of your graduate courses.
• Remember that many graduate degree programs require the Graduate Record Examination (GRE). The GRE is administered electronically throughout the year.
• Graduate school application deadlines vary, but applying early is thought to be essential if you hope to secure a graduate assistantship.
• Investigate several universities and medical centers to discover programs that interest you.

Premedical Requirements

Premedical requirements are minimums that must be fulfilled prior to matriculation at the College of Human Medicine. Your AMCAS academic record will be reviewed for completion of our premedical requirements. If you are invited to interview, you will need to complete the Premedical Requirements form. If any deficiencies or discrepancies are found, Admissions staff will discuss it with you on Interview Day or contact you by email shortly thereafter.

Undergraduate coursework must be completed at an accredited US or Canadian four-year college or university. There is no preference about where you complete your premedical courses, as long as they are completed at an accredited US or Canadian undergraduate institution. Courses may also be completed at any accredited community college or junior college if they are accepted as transfer credit at an accredited US or Canadian four-year college or university. To verify if a particular course is accepted at MSU, visit Transfer MSU (transfer.msu.edu), the university's searchable transfer credit equivalency system. There is no requirement about how recently your undergraduate courses or premedical requirements were completed; however, more recent coursework or advanced study in the basic sciences is preferred.

If you are accepted to the College of Human Medicine, you will be required to submit official transcripts from all post-secondary schools you have attended (AMCAS does not forward transcripts). Transcripts are reviewed for the completion of any degree(s) listed on your AMCAS application and any incomplete premedical course requirement(s) you indicated on your AMCAS application. If there are changes in premedical courses you indicated you would complete and/or degrees you indicated you would earn, please email us at MDadmissions@msu.edu right away.

Premedical requirements include:

1. Completion of a baccalaureate degree at an accredited United States or Canadian undergraduate institution
2. Completion of one year of coursework (typically two semesters) in each of the following areas, with no final grade below a 2.0:
   a. Social Science/Humanities courses that focus on psychological and social theory, individual and/or group behaviors, or comparative cultures
b. General Biology sequence, including at least one laboratory

c. General/Inorganic Chemistry sequence, including at least one laboratory

d. Organic Chemistry sequence, including at least one laboratory

3. English, writing, or composition, including "Writing in the Major" or writing-intensive classes; at least 50% of the course grade must be based on written assignments, not exams

4. Mathematics through college algebra or statistics and probability; may be waived with Advanced Placement (AP) credit for Statistics and Probability, Calculus 1, or freshman mathematics placement above college algebra

5. Completion of two upper-level biological science courses, typically within the following areas: anatomy, biochemistry, cell biology, embryology, genetics, microbiology, molecular biology, immunology, neuroscience, or physiology (courses in bold are highly recommended)
   - Biochemistry is acceptable as an upper-level biology course, but it cannot be substituted for the second sequence of organic chemistry

AP/CLEP Credit

We accept AP and CLEP credit to meet premedical course requirements, if documented on an official transcript. Please note that lab credit will still be required. Applicants may meet lab credit with the lab sections of advanced science courses or practical experience, such as documented relevant experience in a research lab.

Canadian Coursework

- We accept courses from accredited Canadian universities that belong to the Association of University and Colleges of Canada (aucc.ca).
- We accept Grade 13 English combined with writing-intensive courses toward fulfillment of our English/Writing/Composition requirement, with proper documentation.
- A one-year Canadian course will fulfill our one-year course series requirement. However, a lab component must be included with at least one of each of the applicant’s biology, general chemistry, and organic chemistry courses.

If you have any questions or need more information about our premedical requirements, please email the Office of Admissions at MDadmissions@msu.edu.

Medical/Clinical Experiences

Your goal to become a physician must be based upon experience. Long term, in-depth medical/clinical work and/or volunteer experiences will help you understand yourself and the medical profession while serving others. Seek out medical, clinical, and shadowing opportunities, whether paid and volunteer, within your community and your college or university.

Recommendations

- If you are an MSU student, visit the MSU Center for Service Learning and Civic Engagement website (servicelearning.msu.edu/) to look for medical/clinical volunteer experiences in the Lansing area.
• Train and serve as a hospice volunteer (see the Yellow Pages).

• Contact volunteer coordinators at your local American Red Cross, hospitals, geriatric centers, or clinics.

• Secure a position providing home health care services.

• Work as a Certified Nurse’s Assistant (CNA), an EMT, or at a camp for disabled or chronically ill children.

• Secure a physician mentor. Contact your own physician or physicians who practice in the medical career areas that most interest you.

• Keep a journal detailing the insights you have gained from your medical/clinical experiences. This can assist you when writing personal statements and secondary essays.

Community Service Experiences

Physicians serve people from a variety of economic and educational backgrounds as well as a variety of cultural and ethnic backgrounds. Become more culturally competent while offering your time and talents to others.

Recommendations

• If you are a Michigan State University student, visit the MSU Center for Service Learning and Civic Engagement website (servicelearning.msu.edu/) to identify community service experiences in the Lansing area.

• Volunteer for service organizations and become an active participant. Consider the American Red Cross, your local Chamber of Commerce, Habitat for Humanity, community recreational facilities, faith-based organizations, homeless shelters, food banks, domestic assault centers, public schools, etc.

• Contact the Resource Center for Persons with Disabilities (or equivalent) at your college.

• Contact the community organizers of Special Olympics or Big Brothers/Big Sisters.

• Volunteer at a summer camp for disabled or chronically ill children.

• Participate in Alternative Spring Break.

• Consider Peace Corps or AmeriCorps service.

Group and Leadership Experiences

Recommendations

Become involved in activities that interest you; make yourself a contributing member. Eventually assume leadership roles in some of your activities and organizations. Leadership can be demonstrated through formal positions in organizations such as your premedical society, cultural or religious groups, or a cooperative living setting. Informal leadership is also recognized. Reliable participation and thoughtful contribution to the community in positions such as a Big Brother/Sister or a tutor is also valued.

Leadership skills can be developed and recognized on the job as a shift leader or in a management position. Pay careful attention to your role in each setting. Are you able to accept the responsibilities of a leadership position and inspire the support of your colleagues? Can you serve as an enthusiastic, cooperative team member for
another leader? What are your teaching and learning roles within each setting? What are you giving and gaining from your associations with other group members? How is what you are learning relevant to working in teams as a physician?

Research Experiences

Recommendations

Spend time thinking about the topics or courses about which you are most excited and curious. Seriously consider becoming involved in research. Remember, research is not limited to science and medicine. There are multiple research opportunities in nonscience areas.

Speak to your professors and advisors about research. Contact the academic department(s) you are most interested in and explore their websites. Make a list of professors with active research projects. Carefully read about their research studies. Decide on two or three studies in which you are most interested and make appointments to talk with these research study directors. Provide them with a copy of your résumé and a letter stating your interest in their project.

Undergraduate students who have proven their talents, dependability, and interest in a research project by volunteering may eventually be paid for their work in research settings.

Personal Qualities/Professional Behavior Development

The College of Human Medicine Committee on Admissions carefully evaluates applicants for their commitment to standards that are associated with exemplary professional behavior. Think about the behaviors expected of professionals and speak to your mentors about these expectations. Examine your current behavior in light of these expectations.

Recommendations

• Seek enriching and challenging life experiences.

• Perform ongoing self-reflection to learn from your experiences.

• Take a medical ethics course, if possible, or read about medical ethics.

Letters of Evaluation

CHM requires a minimum of three and a maximum of five letters of evaluation. Letters of evaluation must be submitted through the AMCAS Letters service. AMCAS begins accepting letters in mid-May. Instructions for submitting letters to AMCAS are provided within the AMCAS application. Unsolicited letters sent directly to the college outside of the AMCAS Letters service will not be reviewed, placed in your file, or retained in any form; they will be discarded.

Letters of evaluation should follow these guidelines:

• One letter must be from a basic science or medical science professor who can critically evaluate your academic potential, maturity, strengths and weaknesses, and the difficulty of coursework, if applicable. Comments that expand beyond what may be reflected by your grade in the class or address any special achievements or attributes are desirable.
- One letter **must** address personal experiences and characteristics that will help us to develop an overall portrait of you. A letter based upon direct interaction with you and addressing qualities such as maturity, empathy, character, reliability, interpersonal skills, and any special attributes or experiences will be the most helpful.

- It is highly desirable that at least one letter is written by someone who has observed you in a clinical setting.

- All letters should be from individuals who know you well.

- Letters should be submitted on college/university or business letterhead and must contain clear and current contact information for the author.

- Additional letters may be authored by individuals from an academic, clinical, employment, research, or volunteer setting. People who know you well and who can attest to your character and abilities based upon their personal experience with you will be the most meaningful.

- If you are currently enrolled in a graduate program or a professional school, one of your letters must be from a faculty member at your graduate or professional school.

- If you are just starting a graduate program, you do not have to provide a letter from a faculty member at this time. However, we may ask for one at a later date.

- If extenuating circumstances prevent you from providing a letter from a basic science or medical science professor, we are willing to consider making an exception if all of the following criteria are met:
  - your MCAT is 30 or above
  - you have taken more than the required two upper level science courses
  - you have math beyond the minimum requirement
  - we have a letter of evaluation that describes your problem solving ability as well as your contribution to group-based problem solving

- If you are currently enrolled in a postbaccalaureate program or taking postbac classes, one of your letters must be from a faculty member within the postbac program.

- A letter from a graduate assistant will be accepted only if it is cosigned by the faculty member.

- If you have taken time off between college and medical school, you should send a letter of evaluation from a person who can comment about experiences during that period.

- If there are special circumstances or potential concerns raised within your application (ex: lower grades one semester, compelling reason for withdrawal from a class, minor institutional action), consider securing a letter that could validate or clarify the situation.

- Ideally, letters should be dated within one year of your application.

**Recommendations**

- Contact only individuals who know you well. Consider securing letters from professors, physicians, research supervisors, employers, professional coworkers, and volunteer supervisors.
• When you have identified individuals you feel could write excellent letters for you, meet with them immediately, even if you are a freshman. Let them know when you will apply to medical school. Ask them to be candid and tell you if there is anything you may have overlooked that might make them hesitant in giving you their unreserved support. If they believe you have adequately prepared yourself, thank them for their willingness to write a letter. If your evaluators indicate areas that need improvement, develop a plan to meet their expectations and keep them updated on your progress toward meeting those expectations. Ask for suggestions on how you can stay in touch with and update them on your progress toward becoming a qualified medical school applicant. Make follow-up appointments with your evaluators a few months before you apply to medical school.

• Be prepared to provide your evaluators with your résumé as well as a letter that states your career goals and other relevant information that does not appear on your résumé. Their personal experience with you, rather than an assessment of these materials or your grades, will be most meaningful. However, many evaluators will wish to be refreshed on your credentials and background.

CHM Review Process

Initial Review Process

All applicants to CHM have the opportunity to complete a Secondary Application upon payment of an $80 nonrefundable Secondary Application Fee (or acknowledgment of an AMCAS fee waiver). When we receive your verified AMCAS application, we send an email message with instructions on setting up your CHM Applicant Information System (CHM AIS) account. CHM AIS is the system you will use throughout the application process to complete your Secondary Application and track the status of your application.

Once the Secondary Application Fee is received (or an AMCAS fee waiver is acknowledged), you will be able to access the Secondary Application through CHM AIS.

After we receive your Secondary Application, MCAT scores, and letters of evaluation, the Admissions Review Committee will carefully evaluate your application. If the Committee wants to learn more about you, an invitation to interview (on a specified date) will be sent by email.

Hold for Interview Decision

It is very common to hold applications for comparison to the larger applicant pool that evolves over the year. We receive newly verified applications from AMCAS through January; therefore, most applications that are held for an interview decision will be reviewed again in February. This may significantly delay a decision on your application. You will not see a change in your application status until your application is reviewed again and a decision is made.

Interview Day

Your interview day with the College of Human Medicine is a full day that includes presentations, interviews, meals, tours, and ample time to interact with current medical students.

The College uses two types of interview assessments: a one-on-one, 20-minute structured interview with a current medical student, where you will be asked to address two questions, and a multiple mini-interview (MMI).

The MMI consists of timed (eight-minute), highly structured interview scenarios. Applicants rotate through eight stations, each with its own interviewer and interview scenario. Interview scenarios include addressing questions, collaborating with a fellow applicant on a project, and engaging in role-play with a standardized actor.
Final Decision

Following your interview, your entire application will be reviewed by the Committee on Admissions. The Committee strives to admit well-qualified applicants who best fit the CHM mission, and who demonstrate a high probability of being successful within the curriculum.

The Committee on Admissions will inform you that you have been accepted to the entering class, placed on the alternate list to be reconsidered at a later date, or denied admission for the coming year.*

If you are an applicant from a disadvantaged background, your application may be forwarded to the Advanced Baccalaureate Learning Experience (ABLE) (MDadmissions.msu.edu/Programs/ABLE/ABLE.htm) selection committee. Information about this program can be viewed online.

Alternates may be reviewed multiple times and offered admission at any time up until the beginning of orientation (late August). Alternates may send a letter or email expressing continued interest in CHM. Alternates may also augment their file with an update of grades, activities, or an additional letter of recommendation showing attributes that may not be described in the letters currently on file.

Applicants who have been unsuccessful at all medical schools to which they applied and who intend to reapply to CHM must submit a Self-Assessment Guide if an advising appointment is requested. Unsuccessful applicants are encouraged to review the Self-Assessment Guide and initiate improvement strategies immediately.

*Please note that your application may be held for further consideration at any stage of the process.