Supporting Applicants through the 2021 AMCAS Application Cycle

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April 2, 2020
Agenda

• AMCAS Application
• Verification
• After Submission
• AMCAS Letter Service
• The Advisor Information System (AIS)
  • Access and Reports
• The AAMC Advisor Hub
• Resources
• Q&A
How does AMCAS work?

Application Submitted

- Applicant completes & submits AMCAS application online
- Applicant pays submission fees (or uses valid Fee Assistance Program benefits)

Application Processed

- Applicant arranges for all required official transcripts to be sent to AMCAS
- AMCAS performs verification of coursework and calculates AMCAS GPAs

Application Delivered

- AMCAS distributes verified application to designated med schools
- AMCAS delivers letters to designated med schools as they are received

aamc.org/advisors
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.

AMCAS® Sign In ➤

The 2020 AMCAS application is now open. If you wish to start medical school in Fall 2020, please complete and submit the 2020 AMCAS application. Please be sure to proofread your application before submitting.

As of March 26, AMCAS is:

Marking transcripts as “Received” that were delivered on March 26.

Processing applications that reached “Ready for Review” on March 25.

Processing Academic Change Requests submitted on March 26.

Contact AMCAS®

Monday-Friday, 9 a.m.-7 p.m. ET
Closed Wednesday, 3-5 p.m. ET
### 2021 Application Dates

#### Application Deadlines

- Application must be submitted by 11:59 p.m. ET of the deadline date.
- Transcript deadlines must be received by AMCAS within 14 calendar days of the application deadline date.
- Must be received by August 1 for early decision applicants.
- Visit [www.aamc.org/amcasdeadlines](http://www.aamc.org/amcasdeadlines)

<table>
<thead>
<tr>
<th>Date*</th>
<th>Event</th>
</tr>
</thead>
<tbody>
<tr>
<td>April 3</td>
<td>2021 AMCAS resources available</td>
</tr>
<tr>
<td>May 4</td>
<td>AMCAS application opens</td>
</tr>
<tr>
<td>May 28</td>
<td>AMCAS application submission begins</td>
</tr>
<tr>
<td>June 26</td>
<td>Initial transmission of application data to medical schools</td>
</tr>
<tr>
<td>August 1</td>
<td>Early Decision Program deadline</td>
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<td>Sept.-Dec.</td>
<td>Application deadlines</td>
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*Dates subject to change*
## 2021 AMCAS Participation

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<th>Tentative 2021 Participation</th>
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<tbody>
<tr>
<td>Application</td>
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<tr>
<td>AMCAS Letters</td>
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<tr>
<td>Criminal Background Checks</td>
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</tbody>
</table>

### 2021 AMCAS Application Fees:

- $170 processing fee (includes one school designation)
- $41 for each additional school

[aamc.org/amcas]
The AMCAS Application

- Identifying Information
- Schools Attended
- Biographic Information
- Course Work
- Work/Activities
- Letters of Evaluation
- Medical Schools
- Essay(s)
- Standardized Tests
Accessing the Application

Sign In

AAMC Username

Password

Forgot your username? | Forgot your password?

Sign In

Create AAMC Account

Register for an AAMC account to begin accessing products and services.

Create AAMC Account

Need help?
AAMC Registration

Applicants should only complete registration if they do not have an AAMC ID
My AAMC Profile

AAMC ID
21213286

Name
Prefix
Select Prefix
First Name (required)
Tim
Middle Name
Middle Name
Last Name (required)
Brown
Generational Suffix
Select Suffix

Legal Name
Legal First Name (required)
Timothy
Legal Middle Name
Legal Middle Name
Legal Last Name (required)
Brown
Legal Generational Suffix
Select Suffix
AMCAS Main Menu
Identifying Information

Legal Name
- Preferred Name
- Alternate Names
- ID Numbers
- Birth & Sex

Some information is centrally managed by AAMC and cannot be edited on this page. To edit your legal name, preferred name, birth, and sex, go to My AAMC Profile.

Legal Name

- Salutation
  - Select Salutation
  - Medical schools will send you correspondence, and often prefer salutation and properly cased name (e.g., Mr. John Smith)

- First Name
- Last Name
- Middle Name
- Suffix

Preferred Name

- Salutation
Identifying Information

Birth & Sex

These questions are intended to provide medical schools with information about the many ways in which an applicant could contribute to diversity at their institution.

Sex
- Male
- Female
- Decline to Answer

To edit your Sex, go to My AAMC Profile

What is your current gender identity?
- Male
- Female
- Trans male/Trans man
- Trans female/Trans woman
- Genderqueer/Gender non-conforming
- Different Identity

Please select the set of pronouns you want people to use to refer to you.

Select Pronoun

To edit your Birth information, go to My AAMC Profile
Schools Attended

Add College

- **Country**
  - Select Country

- **Program Type**
  - Select Program Type

- **Start Date**
  - MM/YYYY

- **End Date**
  - MM/YYYY

Other Options
- Summer School Only
- Study Abroad Program

Advisor Release

The school-designated advisor(s) have met AMCAS-established requirements and are bound by confidentiality. Information transferred includes your personal/demographic information, work/activity information, credit hours, MCAT scores, GPA, the names and types of your recommenders, the names of any other schools you have attended, the medical schools to which you have applied and what action those schools have taken, and the status of your application with AMCAS. Additionally, if you applied for fee assistance through the AAMC Fee Assistance Program, and if your fee assistance application is approved to release award information to your health professions advisor, this information will be made available along with your application information.

Do you authorize AMCAS to release your application information to the school-designated advisor(s) at this institution?

- Yes
- No
Schools Attended

Transcript Request

Note: One official transcript is required from each U.S., U.S. Territorial, or Canadian post-secondary institution at which you have attempted course work, regardless of whether credit was earned.

If you click Yes, you must have an official transcript sent to AMCAS by the Registrar’s Office of the institution.

If you click No, this means that you are submitting a Transcript Exception Request and does not preclude you from transcript requirements. AMCAS will review your request and notify you if your Transcript Exception is not granted. This may result in delays for processing your application.

Does AMCAS require an official transcript from this school? Generally, a transcript is required. Please review this additional information if you need assistance in determining if a transcript is required.

- Yes
- No

Cancel  Save
Biographic Information

Preferred Address

Country
Select Country

Address 1
Street number and name

Address 2
Apt No., Suite No., Building No. etc.

City

Day Phone

Evening Phone

Some information is centrally managed by AAMC and cannot be edited on this page. To edit your preferred email address and citizenship, go to My AAMC Profile.
Course Work

American Medical College Application Service ® 2020 Application

- Identifying Information
- Schools Attended
- Biographic Information
- Course Work
- Work/Activities
- Letters of Evaluation
- Medical Schools
- Essays
- Standardized Tests

Course Work

You must enter all of the courses you took at each school. Prior to entering your coursework, you are encouraged to watch some brief tutorials that will guide you through the process of entering your coursework. Click on the links below to learn about the process of entering coursework:

- Watch Basic Coursework Tutorial
- Watch AP Coursework/Credit Tutorial
- Watch Current and Future Coursework Tutorial (where you have not yet earned a grade)
- Watch Study Abroad Coursework Tutorial

Please review additional information about coursework in the AMCAS Applicant Guide.

If you do not need to enter coursework for any of your schools attended, please select None for the applicable school(s). In order for AMCAS to process your application, all required coursework must be entered. Please refer to the AMCAS Applicant Guide for more information about entering coursework.
Course Work

Add Course

Please be sure to enter all course(s) in the correct academic year, academic term, and year in school to avoid delays in application processing time.

Reminder: The AMCAS year begins with summer and ends with spring. Courses taken in the summer should be entered with the next academic year, even if your institution considers them in the previous academic year. For example, if you took a course in the first summer session of 2016, you should enter it as the 2016-2017 academic year, even if your school considers it in the 2015-2016 academic year.

Applicants should use a personal copy of their official transcript to complete this section.
Work/Activities

- Maximum of 15 entries
- Applicants can enter 3 additional date ranges for repeated activities
- Maximum of 3 “Most Meaningful”
Letters of Evaluation

Applicants can submit their application before AMCAS receives their letters.
Medical Schools

Add Medical School

Filters
State
- Filter by State

Deadline
- Filter by Deadline

Program Type
- Filter by Program Type

Schools
School *
AMCAS School of Medicine

Program
You may need prior permission from the medical school to select any of the following program types:
- Deferred/Delayed Matriculant
- Early Assurance
- Combined Bachelors/Medical Degree
- Other Special Program

Program *
- Regular M.D.
- Early Decision ("Applicants applying through the Early Decision program are NOT permitted to apply to other schools while under consideration for Early Decision. Interviews will begin on June 30, 2020. Admissions decisions will begin on July 9, 2020") (Restricted)
- Combined Medical Degree/Ph.D

View this school's MSAR profile
Some questions you may want to consider while drafting this essay are:

- Why have you selected the field of medicine?
- What motivates you to learn more about medicine?
- What do you want medical schools to know about you that hasn’t been disclosed in another section of the application?

In addition, you may wish to include information such as:

- Special hardships, challenges or obstacles that may have influenced your educational pursuits
- Commentary on significant fluctuations in your academic record which are not explained elsewhere in your application

Consider and write your Personal Comments carefully; many admissions committees place significant weight on this section. Make sure you proofread carefully because no changes may be made after you submit your application. What information should I consider including in my personal comments?

Use the space provided to explain why you want to go to medical school.

I want to go to medical school
MD/PhD Essay

Please state your reasons for wishing to pursue the combined MD/PhD degree.*
Your response will only be forwarded to your designated MD/PhD program(s).

I really, really want to be a doctor!

Significant Research Hours

Please enter your total hours of prior research experience.*
Applicants should indicate any future MCAT testing dates.

aamc.org/mcat
Score breakdowns and confidence bands will appear in the AMCAS application.
Certification Statements

Application Submission Process

PRE-SUBMISSION CHECKS

CERTIFICATION

PASSWORD

CBC

PAYMENT

SUBMISSION COMPLETE

CERTIFICATION STATEMENTS

In order to complete and submit your application, you must certify the following statements by checking each box and clicking the Agree button.

☐ I certify that the information in this application and associated materials is current, complete, and accurate to the best of my knowledge.

☐ I certify that all written passages, such as the personal statement, essays required from M.D.-Ph.D. applicants and descriptions of work/activities, are my own and have not been written, in part or whole, by a third party. Quotations are permitted if the source is cited.

☐ I have read, understand, and agree to comply with the AMCAS Applicant Guide, including the provisions noting that I am responsible for monitoring and ensuring the progress of my application process, by checking the Main Menu of my application.

☐ I understand that I am responsible for reviewing my application after AMCAS processing is complete. I am responsible for notifying AMCAS of any discrepancies resulting from the verification process by using the Academic Change Request process located in the Quick Links section of the Main Menu.

☐ I have read, understand, and agree to comply with the Application and Acceptance Protocols for Applicants, which set forth guidelines for ethical conduct during the application process, and define important application cycle dates.

☐ AAMC investigates and may report to legitimately interested parties discrepancies in information, attempts to subvert the admission process, and any other irregular matter that occurs in connection with application activities. I understand and agree that the sole and exclusive remedy available to me to appeal or otherwise challenge the AAMC’s decision to send an investigation report to legitimately interested parties shall be confidential, binding arbitration through written submissions only to the Washington, D.C. office of the American Arbitration Association under the expedited procedures for commercial matters. I understand that my failure to request in writing arbitration within 30 calendar days of receipt of an investigation report that has been approved by the AAMC for transmittal to interested parties will constitute an absolute bar and waiver of this exclusive remedy. I further understand that the sole issue for arbitration shall be whether the AAMC acted reasonably and in good faith in making its decision.

☐ I understand that I am responsible for learning the admissions requirements, application policies, and due dates for each school to which I am applying, and that I am not eligible for a refund of AMCAS fees if I do not meet the admissions requirements of the medical schools to which I apply.
AMCAS Verification Process

Transcripts
- All required official transcripts are required before an application can join the verification queue
- AMCAS accepts PDF eTranscripts from approved senders

Processing
- From date of “Ready to Review” application status, about 6 weeks
- Find processing updates on Twitter (@AMCASinfo) and on the AMCAS application sign in page
AMCAS Verification

Average number of business days to complete verification

June    July    Aug    Sept    Oct    Nov    Dec
2020AY  6    18    23    4    1    1
2019AY
2018AY  3    9    13    13    1    1

AAMC
Application Reminders

- Criminal Background Checks
- *Application and Acceptance Protocols for Applicants*
Criminal Background Checks

- Participating schools have checks run on accepted or waitlisted applicants
- Certiphi Screening, Inc. will notify applicants when the CBC has been initiated
- Applicants have 10 calendar days to review their report
- No additional charge to the applicant for this service

<table>
<thead>
<tr>
<th>Application Status</th>
<th>CBC Procured</th>
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<tbody>
<tr>
<td>Accepted, Early Decision Program</td>
<td>Upon Acceptance</td>
</tr>
<tr>
<td>Accepted, Regular</td>
<td>After January 1</td>
</tr>
<tr>
<td>Alternate List</td>
<td>After May 15, by school’s request only</td>
</tr>
</tbody>
</table>
Application and Acceptance Protocols - Admission Officers

Recommendations to help ensure that all MD and MD-PhD applicants receive timely notification about the outcome of their AMCAS® application. These guidelines are not intended to supersede the policies, timelines, or discretion of individual schools or programs. Applicants are expected to become familiar with the procedures and requirements of each school to which they apply.

The AAMC recommends the following guidelines to ensure that MD and MD-PhD applicants are afforded timely notification of the outcome of their applications and timely access to available first-year positions and that schools and programs are able to reasonably anticipate accepted applicant matriculation in order to avoid unfilled positions in their entering classes. For the purposes of these protocols, matriculation means that a student has begun a pre-matriculation program, attended orientation immediately preceding enrollment, or enrolled in classes at a medical school.

These protocols are often referred to as “Traffic Rules” by admissions officers and prehealth advisors. These recommendations are distributed for the information of prospective MD and MD-PhD students, their advisors,
AMCAS Tools

- AMCAS Applicant Guide
- Application and Acceptance Protocols
- Video Tutorials
- Twitter
  - @AMCASinfo

aamc.org/amcas
Agenda

• AMCAS Application
• Verification
• After Submission
• AMCAS Letter Service
• The Advisor Information System (AIS)
  • Access and Reports
• The AAMC Advisor Hub
• Resources
• Q&A
Letters of Evaluation

AMCAS

Receive letters electronically, on a rolling basis after an application is verified

Applicant

Letter Request Form

Letter Author(s)

AMCAS

Submission Methods:
- AMCAS Letter Writer Application
- Interfolio

Medical School(s)

www.aamc.org/amcasletters
Letters of Evaluation

Letters of Evaluation Received, 2016AY – 2020AY

- May
- June
- July
- August
- September
- October
- November
- December

- 2016
- 2017
- 2018
- 2019
- 2020

- 0
- 10,000
- 20,000
- 30,000
- 40,000
- 50,000
- 60,000
AMCAS Letter Writer Application

• Use your AAMC account (or create one) to upload PDFs quickly and securely—for free!

services.aamc.org/letterwriter/
Guidelines for Writing a Letter of Evaluation for a Medical School Applicant

Thank you for agreeing to write a letter of evaluation for a medical school applicant!

The guidelines are intended to enhance the letter-writing process by providing a general framework of best practices and relevant content for letter writers to follow. They are optional and can be applied to both individual and committee letters.

Guidelines

1. Provide an accurate assessment of the applicant’s suitability for medical school rather than advocate for the applicant.

2. Briefly explain your relationship with the applicant:
   - How long have you known the applicant?
   - In what capacity have you interacted (e.g., faculty, premedical advisor, supervisor)?
   - Are your observations of the applicant direct or indirect?

3. Quality of information is more important than letter length. Focus on the applicant rather than details of the lab, course, assignment, job, or institution.

4. Only include information on grades, GPA, or MCAT scores if you also provide context to help interpret them. Grades, GPA, and MCAT scores are available within the application.
Core, Entry-Level Competencies

Describe how the applicant has, or has not, demonstrated any of the following competencies that are necessary for success in medical school.

**Thinking and Reasoning Competencies**

- **Critical Thinking:** Uses logic and reasoning to identify the strengths and weaknesses of alternative solutions, conclusions, or approaches to problems.
- **Quantitative Reasoning:** Applies quantitative reasoning and appropriate mathematics to describe or explain phenomena in the natural world.
- **Scientific Inquiry:** Applies knowledge of the scientific process to integrate and synthesize information, solve problems, and formulate research questions and hypotheses. Is facile in the language of the sciences and uses it to participate in the discourse of science and explain how scientific knowledge is discovered and validated.
- **Written Communication:** Effectively conveys information to others using written words and sentences.

**Science Competencies**

- **Living Systems:** Applies knowledge and skill in the natural sciences to solve problems related to molecular and macro systems.
- **Human Behavior:** Applies knowledge of the self, others, and social systems to solve problems related to the psychological, social, and biological factors that influence health and well-being.

**Pre-professional Competencies**

- **Service Orientation:** Demonstrates a desire to help others and sensitivity to others’ needs and feelings. Demonstrates a desire to alleviate others’ distress. Recognizes and acts on their responsibilities to society locally, nationally, and globally.
- **Social Skills:** Demonstrates awareness of others’ needs, goals, feelings, and the ways social and behavioral cues affect peoples’ interactions and behaviors. Adjusts behaviors appropriately in response to these cues. Treats others with respect.
- **Cultural Competence:** Demonstrates knowledge of social and cultural factors that affect interactions and behaviors. Shows an appreciation
AIS Access & Resources

• Visit https://students-residents.aamc.org/advisors/advisor-information-system/

• Get info about gaining access to AIS, report instructions, and other helpful resources
**Advisor Information System (AIS)**

- Applicant data from students who have released their information to school-designated advisors
- Statement of Confidentiality

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<tr>
<th>Name</th>
<th>Purpose</th>
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<tr>
<td>Quick Lookup</td>
<td>Search for a single advisee</td>
</tr>
<tr>
<td>Roster of Applicants</td>
<td>Retrieve data for a particular set of AMCAS applicants</td>
</tr>
<tr>
<td>MCAT Roster/Summary</td>
<td>Retrieve individual or aggregate data for a particular set of MCAT examinees</td>
</tr>
<tr>
<td>Designated School</td>
<td>Lists medical schools that your students have applied to, the number who have applied, the number who have been accepted, and the number who have matriculated</td>
</tr>
<tr>
<td>Application Year Statistics</td>
<td>Compare school statistics to national statistics for a given application year</td>
</tr>
<tr>
<td>Trends</td>
<td>Graphs of aggregate data for closed application years</td>
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Prehealth Advisors

As a prehealth advisor, you have a critical role in guiding your students on their individual paths to medical school. The AAMC provides accurate, reliable resources and tools on medical school admission requirements, financial aid, the application process, and more, to support you in providing the best guidance to your students.

aamc.org/advisors
2020 Fee Assistance Program

The AAMC believes that the cost of applying to medical school should not be a barrier to those who are interested in becoming physicians.

Fee Assistance program benefits are not retroactive! Please encourage advisees to apply well before they register for MCAT or submit their AMCAS application.

aamc.org/fap
Fee Assistance Program

• Benefits:
  • Awardees can use benefits for up to two calendar years

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<th>If application is approved:</th>
<th>Benefits expire:</th>
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<tr>
<td>Jan. 1 – Dec. 31, 2019</td>
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<tr>
<td>Jan. 1 – Dec. 31, 2020</td>
<td>December 31, 2021</td>
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• Eligibility:
  • Please see website

aamc.org/fap
Fee Assistance Program

- Website resources to direct your advisees to:
  - What You Need to Apply
  - 2020 Fee Assistance Program Essentials
  - Fee Assistance Program FAQ’s

fap@aamc.org
202-828-0600
M – F, 9 am – 7 pm (EST)
@AMCASinfo

aamc.org/fap
Advisor Support

Advisor support for all pre-med AAMC programs and services will be accessible via one phone number and email address.

AAMC Advisor Support
202-828-0950
advisors@aamc.org
Monthly e-newsletter for applicants and helpful web content.

students-residents.aamc.org/navigator
Anatomy of an Applicant

Medical schools consider more than your grades and scores. There are 15 Core Competencies, including teamwork and capacity for improvement, that demonstrate your preparedness for medical school. To show how successful applicants have demonstrated these competencies in many different ways, we interviewed real medical students, their pre-health advisors, and the admissions officers who accepted them.

- The Core Competencies for Entering Medical Students
  Successful medical school applicants are able to demonstrate skills, knowledge, and abilities in these areas.

- Real Stories Demonstrating Core Competencies
  We interviewed medical students, their pre-health advisors, and the admissions officers who accepted them to learn how they demonstrated the Core Competencies for Entering Medical Students.

- Anatomy of an Applicant resources and self-assessment guide for medical school applicants

- Participate in Anatomy of An Applicant

aamc.org/competencies
Access Code Management Tool (ACMT)

ACMT allows advisors to easily distribute, manage and keep track of your access codes in a “Code Bank.”
Questions?

Type your questions in the chat box in the lower left corner of your screen and click the SEND button

Contact Us
advisors@aamc.org
202-828-0950
@amcasinfo

Please fill out the survey and tell us what you thought about this webinar!