Navigating the 2023 AMCAS Application Cycle

Candice Pantor
Manager, Admissions Communications

Jena Wimsatt
Digital Communications & Outreach Specialist
Agenda

- AMCAS Application
  - AMCAS Process
  - 2023 Dates and Participation
  - 2023 Application
- Verification
- After Submission
- AMCAS Letter Service
  - The Letter Writer Application
  - Letter Guidelines
- Resources
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/amcas
## 2023 Application Dates

<table>
<thead>
<tr>
<th>Date*</th>
<th>Event</th>
</tr>
</thead>
<tbody>
<tr>
<td>April 1</td>
<td>2023 AMCAS resources available</td>
</tr>
<tr>
<td>May 30</td>
<td>AMCAS application opens</td>
</tr>
<tr>
<td>May 31</td>
<td>AMCAS application submission begins</td>
</tr>
<tr>
<td>June 24</td>
<td>Initial transmission of application data to medical schools</td>
</tr>
<tr>
<td>August 1</td>
<td>Early Decision Program deadline</td>
</tr>
<tr>
<td>Sept.-Dec.</td>
<td>Application deadlines</td>
</tr>
</tbody>
</table>

*Dates subject to change

### 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)
# 2023 AMCAS Participation

## Tentative 2022 Participation

<table>
<thead>
<tr>
<th>Service</th>
<th>Participation</th>
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</thead>
<tbody>
<tr>
<td>Application</td>
<td>152 Schools/Programs&lt;br&gt;All MD granting schools in the United States with the exception of MD programs at Texas public schools</td>
</tr>
<tr>
<td>AMCAS Letters</td>
<td>151 Schools/Programs</td>
</tr>
<tr>
<td>Criminal Background Checks</td>
<td>126 Schools/Programs</td>
</tr>
</tbody>
</table>

## 2023 AMCAS Application Fees:
- $170 processing fee (includes one school designation)
- $43 for each additional school

aamc.org/amcas
Accessing the Application
AAMC Registration

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

AAMC ID
21237971
* Indicates required fields

Name
Prefix
Miss
Middle Name

Generational Suffix
Select Suffix

First Name *
Judy
Last Name *
Smith

Legal Name
Legal First Name *
Judy
Legal Last Name *
Smith

Legal Middle Name
Generational Suffix
Select Suffix

SAVE & CONTINUE TO APPLICATION
Select “2023 Application Cycle”

Welcome to the American Medical College Application Service® (AMCAS®). To begin the application process, you must select the correct application cycle year below. The application cycle year is based on the summer or fall you intend to start medical school. Please use the various AMCAS resources available to support the application process including the AMCAS Applicant Guide, the Quick Links on this page, and the links available throughout the application.

In order to avoid delays, it is important that you download and use items such as transcript and letter request forms from the correct application cycle.

Open AMCAS Applications

2023 Application Cycle

This is the application cycle for applicants who intend to start medical school in the summer or fall of 2023.

START THE 2023 APPLICATION IF YOU WANT TO START MEDICAL SCHOOL IN THE FALL OF 2023

2022 Application Cycle

This is the application cycle for applicants who intend to start medical school in the summer or fall of 2022.

START THE 2022 APPLICATION IF YOU WANT TO START MEDICAL SCHOOL IN THE FALL OF 2022
AMCAS Main Menu

[Image of the AMCAS application interface]

- Judy Smith
- AAMC ID: 21237971
- Sex: Female
- Date of Birth: 03/23/2000
- Country of Birth: USA
- Email: jsmith@amcas.com
- Birth State: NY
- Birth City: New York

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

- Status:
  - Not Submitted to AMCAS
  - PRINT TRANSCRIPT REQUEST FORMS
  - PRINT LETTER REQUEST FORMS
  - PRINT APPLICATION

© Association of American Medical Colleges
AMCAS Main Menu
Application Sections

1. Identifying Information
2. Schools Attended
3. Biographic Information
4. Coursework
5. Work and Activities
6. Letters of Evaluation
7. Medical Schools
8. Essays
9. Standardized Tests
Identifying Information

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

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 *
- Judy

Last Name *
- Smith

Middle Name

Suffix
- [Select Suffix]

To edit your Legal Name, go to My AAMC Profile
Schools Attended
**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
Schools Attended
Biographic Information

- Preferred Address
- Permanent Address
- Alternate Contact
- Citizenship
- Legal Residence
- Self Identification
- Languages
- Childhood Information
- Military Service
- Military Discharge
- Felony
- Misdemeanor
- Disadvantaged Status
- Parents and Guardians
- Siblings
- Dependents

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.

Preferred Address

- Country
- Address 1
  - Street number and name
  - Apt No., Suite No., Building No., etc.
- City
- Day Phone
- Evening Phone
- Email
- Fax
Coursework

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.
You should use a personal copy of your official transcript to complete this section.
Coursework Tips

• Include plus or minus grades.
• The AMCAS academic year begins with the summer term.
• Include your Physical Education courses.
• Have course descriptions available when entering course classifications and review the course classification chart thoroughly.
• If you applied in a previous year, update your final grades.
• Include your original alpha grade for all attempts of a repeated course.
Coursework: Things to Avoid!

• If your transcript shows letter grades do not enter numeric grades or quality points in the grade field.

• Do not enter the course number as the course name.
  • For example: *BIO 101 Intro to Biology* should be entered as *Course Name: Intro to Biology* and *Course Name: BIO 101 NOT Course Name “BIO” Course Number “101”.*

• Do not enter special symbols or characters when entering the courses name and course number.

• Do not enter your summer courses in the wrong year.
  • For example: If your course was taken in the summer of 2020 it goes in *AY 2020-2021* in the AMCAS application.
Coursework: Things to Avoid!

• **Do not** classify Physics classes as *Natural Physical Science*. The classification for Physics courses is as **Physics (PHYS)**.

• If any course has both a lecture and a lab component, **do not** list both grades in a single entry.
  - For example: Biology Lecture B+ Biology Lab C+ **do not enter** Biology B+/C+

• Do not omit withdrawals or repeated courses.

• Do not forget to add Advanced Placement courses.

• If your application is returned for 10+ missing courses, do not omit any courses when you resubmit.
Work/Activities

• Maximum of 15 entries
  • You can enter additional date ranges for repeated activities
  • You can enter anticipated hours
• Maximum of 3 “Most Meaningful”
Work/Activities: Things to think about

• How does this experience impact my future profession in medicine?
• Be mindful that medical schools are trying to determine how you have tested out your decision of pursuing medicine.
• Enter only significant experiences.
• Include clinical and non-clinical activities – especially activities where you have led projects and/or people.
• Some schools have required experiences.
Letters of Evaluation

You can submit your application before AMCAS receives your letters.
You should be sure to select the correct program type and be mindful of program and transcript deadlines.
Essay

Personal Comments Essay

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

Personal Comments Essay

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.

5,300 characters left of 5,300.
Essay

MD/PhD Essay

Your response will only be forwarded to your designated MD/PhD program(s).

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).

Significant Research Hours

Please enter your total hours of prior research experience. *

Significant Research Essay

Your response will only be forwarded to your designated MD/PhD program(s).

If your research resulted in a publication on which you were an author, please provide the full citation in the Work/Activities section of your application.

Please describe your significant research experiences. In your statement, please specify your research supervisor’s name and affiliation, the duration of the experience, the nature of the problem studied, and your contributions to the project. *

Your response will only be forwarded to your designated MD/PhD program(s).
Essay: Things to think about

• By the end of reading your statement, the reader should understand why you want to be a physician.
• Admissions officers want to learn something about you that they can’t find in any other part of your application.
• When you consider what to write, think about the series of events in your life that have led up to the point where you are applying to medical school.
Essay Quick Tips

• Proofread your essay
• Check for spelling errors
• Read it BACKWARDS
• Read it “Out Loud”
• Have mentors and loved ones review it
• Make sure that it’s your statement – though others might have suggestions, the final document is yours and must reflect your reason(s) for pursuing medicine
Essay Do’s and Don’ts

**DO**

- Make sure your statement addresses your reason(s) for wanting to pursue medicine
- Have a lot of people review it – friends, colleagues, mentors, letter writers
- Be mindful that “all” medical schools will receive the same AMCAS application
- Check and re-check for grammatical and spelling issues – your application is your first impression

**DON’T**

- Speak in generalities
- Be informal
- Include/restate everything in your activities section in your personal statement
- Make your statement “too personal” – you should be able to talk about the personal statement contents in an interview
Standardized Tests

MCAT scores are automatically released to your application.

Applicants should indicate any future MCAT testing dates.

aamc.org/mcat
Score breakdowns and confidence bands will appear in the application.
Standardized Tests

MCAT® Scores

Note: Your MCAT scores have not been loaded yet

MCAT® Exam Date

Please remember to keep this information current, especially after initial submission, as it alerts medical schools when to expect your MCAT exam scores.

Medical schools need to know if they should expect future MCAT scores in support of your application. Do you have an upcoming or recently taken MCAT exam date where official MCAT scores have yet to be released? 

- Yes
- No

AAMC PREview™ Scores

Note: Your PREview Scores have not been loaded yet
AAMC PREview™ Exam

• The AAMC PREview™ professional readiness exam is formerly the AAMC Situational Judgment Test

• Several U.S. medical schools will accept AAMC PREview™ professional readiness exam scores for the AMCAS 2023 cycle

• Registration is OPEN! aamc.org/preview
Certification Statements

Last step of application: certify data is accurate, submit, and pay processing fee.
AMCAS Verification Process

Transcripts
- All required official transcripts must be received 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 on the AMCAS application sign in page
AMCAS Verification

Average number of business days to complete verification

<table>
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<tr>
<th>Month</th>
<th>2022AY</th>
<th>2021AY</th>
<th>2020AY</th>
<th>2019AY</th>
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</thead>
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<td>9</td>
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<td>Dec</td>
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<td>1</td>
<td>1</td>
<td>1</td>
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</tbody>
</table>
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>
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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 for Applicants

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. Each applicant is expected to become familiar with the procedures and requirements of each school to which they apply.

The following steps are recommended to help ensure that all MD and MD-PhD applicants receive timely notification about the outcome of their applications, and to protect schools and programs from having unfilled positions in their entering classes. These protocols are often referred to as “Traffic Rules” by admissions officers and prehealth advisors. Prospective applicants, their advisors, and admission staff at medical schools and programs should all be aware of these Application and Acceptance Protocols for applicants. An applicant’s actions during the admissions process should be conducted in the spirit of professionalism and ethics expected of a future physician.
AMCAS Tools

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

aamc.org/amcas
Agenda

• AMCAS Application
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• Verification
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• AMCAS Letter Service
  • The Letter Writer Application
  • Letter Guidelines
• Resources
Letters of Evaluation

Submission Methods:

• AMCAS Letter Writer Application
• Interfolio

Medical schools receive letters electronically, on a rolling basis after an application is verified

aamc.org/amcasletters
AMCAS Letter Writer Application

Welcome to the AMCAS Letter Writer Application

About the AMCAS Letter Writer Application
The Letter Writer Application enables letter writers to upload PDF documents to AMCAS rather than send letters via the mail. Once the PDF document is uploaded to the Letter Writer Application and after the processing of the AMCAS application, the documents are made available to the medical schools designated by the applicant. Please click 'Help' after logging into the Letter Writer Application for instructions on uploading letters, or click HERE for a link to our public site which also contains detailed instructions.

The AAMC has established a centralized set of guidelines for letter writers. Please be sure to review these guidelines at [www.aamc.org/amcasletters](http://www.aamc.org/amcasletters) when writing letters of recommendation for applicants to medical schools.

Need Help?
Watch the Letter Writer Application video tutorial to get started. Send us an email using our online form.

About AAMC User Accounts
All major AAMC applications, such as AHS, AMCAS, MCAT Tutor, and the Fee Assistance Program use the same usernames and passwords. If you have used one of these systems, please enter that username and password in the boxes to the left. Each user needs a separate AAMC account and you will need to register if you are uploading for an AMCAS applicant as you cannot use your applicant/student’s AAMC ID and password to upload documents.

Note: Medical schools may require your letters to be on official letterhead and include your signature.

services.aamc.org/letterwriter/
Letter Writer Guidelines

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.

Ask your letter writer to visit aamc.org/advisors to access the Guidelines for Writing a Letter of Evaluation for a Medical School Applicant
AAMC Fee Assistance Program
AAMC Fee Assistance Program

• MCAT Benefit
  • Reduced registration fees
  • Access to all 15 online AAMC MCAT Official Prep Products
  • Stipend for updated evaluation for accommodations

• AMCAS Benefit
  • AMCAS application submission fee waiver for up to 20 schools

• MSAR Benefit
  • Complimentary access to the Medical School Admission Requirements (MSAR) website

• AAMC PREview™ Benefit
  • Waiver for AAMC PREview™ professional readiness exam registration fees

Benefits are NOT Retroactive
Program Eligibility

• U.S.-based home address
• Tied to U.S. Department of Health and Human Services' poverty level guidelines
• Requires parental financial information and supporting tax documentation for applicants under 26
## Income Eligibility

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<th>Contiguous States, District of Columbia &amp; U.S. Territories</th>
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<th>Hawaii</th>
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<tr>
<td>8+</td>
<td>$4,540 for each additional person</td>
<td>$5,680 for each additional person.</td>
<td>$5,220 for each additional person</td>
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</table>
How the Fee Assistance Program Helped

• Waived secondary fees
• Scholarships
• Interview expenses

aamc.org/howfaphelped
2022 Fee Assistance Program

aamc.org/fap
AAMC Fee Assistance Program

- What You Need to Apply
- 2022 Fee Assistance Program Essentials
- Fee Assistance Program FAQ’s

202-828-0600
fap@aamc.org
@AMCASinfo
AAMC Premed Navigator

Monthly e-newsletter for applicants and helpful web content.

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

- Core Competencies
- Student Profiles

Medical schools consider more than your grades and scores. There are 15 Core Competencies 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 admission officers who accepted them.

- Compassionate Caregiver to Military Medic: Christiana’s Path to Medical School
  - “Do not rush the application process. It is okay if you do not follow the traditional application timeline as everyone’s journey is unique. The important thing is having a strong application that highlights your unique path to becoming a physician.”

- Passion for Psychology and Service: Micayla’s Path to Medical School
  - “Long-term goals, including becoming a physician, cannot be achieved without having short-term goals. Prepare for the future, but do not miss out on the joys of life today. Know that if you come from a background with decreased representation in medicine or a low-income family, with perseverance...”

- Focusing on the Positive: Sara Kennedy’s Path to Medical School
  - “Always keep in mind what the goal of this journey is: to be a physician who serves others. When you’re feeling down in the weeds about studying, take time to volunteer or shadow. Connect with patients and bring yourself back to what brought you to this path in the first place.”

aamc.org/competencies
Contact Us

The AAMC is here to help you navigate the 2023 AMCAS® application cycle.

202-828-0600  AMCAS Contact us  @AMCASinfo
Scheduled Maintenance

Saturday, May 21 and Sunday, May 22
Good luck!

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