Supporting Applicants through the 2024 AMCAS Application Cycle

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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
# 2024 Application Dates

<table>
<thead>
<tr>
<th>Date</th>
<th>Event</th>
</tr>
</thead>
<tbody>
<tr>
<td>April 3</td>
<td>2024 AMCAS resources available</td>
</tr>
<tr>
<td>May 2</td>
<td>AMCAS application opens</td>
</tr>
<tr>
<td>May 30</td>
<td>AMCAS application submission begins</td>
</tr>
<tr>
<td>June 30</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>

## 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)

*Dates subject to change*
### 2024 AMCAS Participation

<table>
<thead>
<tr>
<th>Tentative 2024 Participation</th>
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</thead>
<tbody>
<tr>
<td>Application</td>
</tr>
<tr>
<td>153 Schools/Programs</td>
</tr>
<tr>
<td>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>
</tr>
<tr>
<td>151 Schools/Programs</td>
</tr>
<tr>
<td>Criminal Background Checks</td>
</tr>
<tr>
<td>127 Schools/Programs</td>
</tr>
</tbody>
</table>

#### 2024 AMCAS Application Fees:
- $175 processing fee (includes one school designation)
- $45 for each additional school

aamc.org/amcas
The AMCAS Application

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
2024 AMCAS Application Changes

- **New Experience Type**
  “Social Justice/Advocacy” in the AMCAS Web App Work/Activities section

- **Biographic Information**
  “Other Impactful Experiences” is replacing the self-reported “Disadvantaged Status” question, including new help text

- **Institutional Actions**
  “Conduct” and/or “Academic” filters as a dropdown within the existing Institutional Action question

- **Preview™ Exam**
  An optional field to indicate an upcoming Preview™ exam and the date of the exam

- **Pronoun & Gender Identity**
  Update to the “Other” labels for Pronoun and Gender Identity

- **Help Texts**
  Update to Essay prompts and Certification statement
Accessing the Application
AAMC Registration

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

Quick Links

ACADEMIC CHANGE REQUEST  UPDATE ADVISOR RELEASE

Learn more about the AAMC Fee Assistance Program
View AMCAS Participating Medical Schools and Deadlines
Find AMCAS resources on the Tools and Tutorials page
Visit the AMCAS website
Medical School Admission Requirements (MSAR)
Review AMCAS transcript processing timelines

My Document Statuses

Transcripts (0)  You have no transcripts attached to your application
Letters of Evaluation (0)  You have no letters attached to your application

FOLLOW US ON TWITTER  VIEW ALL DOCUMENT STATUSES
Identifying Information

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

Legal Name

- First Name *
- Last Name *
- Middle Name
- Suffix
- Salutation

Medical schools will send you correspondence, and often prefer salutation and properly cased name (e.g., Mr. John Smith).
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
Other Impactful Experiences

To provide some additional context around each individual's application, admissions committees are interested in learning more about the challenges applicants may have overcome in life. The following question is designed to give you the opportunity to provide additional information about yourself that is not easily captured in the rest of the application.

Please consider whether this question applies to you. Medical schools do not expect all applicants to answer "yes" to this question. This question is intended for applicants who have overcome major challenges or obstacles. Some applicants may not have experiences that are relevant to this question. Other applicants may not feel comfortable sharing personal information in their application.

Have you overcome challenges or obstacles in your life that you would like to describe in more detail? This could include lived experiences related to your family background, financial background, community setting, educational experiences, and/or other life circumstances.

How should I know if I should answer "Yes" to this question?

- Yes
- No

Example Experiences:
- **Family background:** serving as a caretaker of a family member (e.g., siblings, parent/guardian), first generation to college.
- **Community setting:** rural area, food scarcity, high poverty or crime rates, lack of access to regular healthcare (e.g., primarily used urgent care clinics or emergency room, no primary care physician).
- **Financial background:** low-income family, worked to support family growing up, work-study for pay for college, federal or state financial support.
- **Educational experiences:** limited educational opportunities, limited access to advisors or counselors who were knowledgeable/supportive of higher education requirements.
- **Other general life circumstances** that were beyond your control and impacted your life and/or prevented barriers.

Writing Instructions:
- Select the most impactful experiences. Describe the challenge(s) or hardship(s) you consider most impactful in your life.
- Write about how experience impacted your life. Write about any topics you deem important to discuss, including information that might be mentioned elsewhere in your application (e.g., your personal statement).
- You can use the space provided in this question to further elaborate on those topics, if desired.
- Use a narrative style format. Describe your impactful experiences in a narrative format to help admissions committees understand your story, but be mindful of the 1,325-character limit.
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.
Coursework

Applicants should use an official transcript to complete this section.
Work/Activities

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

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

5300 characters left of 5300
Essay

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).

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).
Standardized Tests

Applicants should indicate any future MCAT testing dates.

aamc.org/mcat
MCAT Scores

Score breakdowns and confidence bands will appear in the AMCAS application.
Standardized Tests

**AAMC PREview™ Scores**

*Note: Your PREview Scores have not been loaded yet*

**PREview™ Exam Date (Optional)**

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

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

- Yes
- No
Certification Statements

Application Submission Process

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 MD-PDS, applications to 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 AAMC 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 AAMC processing is complete. I am responsible for notifying AAMC 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 investigators and may report to legitimately interested parties discrepancies in information submitted to the admission process, and any other irregular matters that occur 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 contesting or submitting through written submissions only to the Board of Trustees, D.C offices of the American Association of Medical Colleges. I understand that I may file a notice of a violation in writing in writing within 30 calendar days of receipt of an investigation report that has been approved by the AAMC for reasonable and honest corrected party. I understand that the sole issue for appeal shall be whether the AAMC acted reasonably and in good faith in making the decision.
- I understand that I am responsible for maintaining the admissions requirements, application policies, and due dates for each school to which I am applying, and that I will not be eligible for a refund of AAMC fees if I do not meet the admissions requirements of the medical schools to which I apply.
- I understand that I am required to inform the Admissions Office of each medical school to which I apply if I am convicted of, or pleads guilty or no contest to, a misdemeanor or felony crime after the date of my original application submission and prior to the start of school matriculation. I understand that the communication must be in writing and must occur within ten (10) business days of the occurrence of the conviction.
- I understand that I am required to inform the Admissions Office of each medical school to which I apply if I become the subject of any institutional action after the date of my original application submission and prior to medical school matriculation. I understand that the communication must be in writing and must occur within ten (10) business days of the occurrence of the institutional action.

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

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

- 2023AY
- 2022AY
- 2021AY
- 2020AY

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<thead>
<tr>
<th></th>
<th>June</th>
<th>July</th>
<th>Aug</th>
<th>Sept</th>
<th>Oct</th>
<th>Nov</th>
<th>Dec</th>
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<tr>
<td>2020AY</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>
<th>CBC Procured</th>
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<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>
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</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
• 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

Submission Methods:

• AMCAS Letter Writer Application
• Interfolio

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

aamc.org/amcasletters
Letters of Evaluation

Letters of Evaluation Received, 2019AY – 2023AY

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AMCAS Letter Writer Application

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

systems.aamc.org/letterwriter
AMCAS Letter Writer Application Tips

• Have the applicant’s AAMC and letter IDs.
• The letter must be a PDF file smaller than 5MB.
• Use only letters and numbers in the file name.
• Individual medical schools may require your letters to be on official letterhead and include the author’s signature.
• Once you upload a letter no deletions or modifications can be made. Future letters you upload with this letter ID will be prepended to letters previously uploaded.
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.
Letter Writer Guidelines

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
Advisor Information System (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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<thead>
<tr>
<th>Name</th>
<th>Purpose</th>
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<tr>
<td>Quick Lookup</td>
<td>Search for a single advisee</td>
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<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>PREview Roster</td>
<td>Retrieve data for PREview 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>
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<tr>
<td>Trends</td>
<td>Graphs of aggregate data for closed application years</td>
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The Advisor Hub

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.

How to Get the Most of the Advisor Information System (AIS)

Use AIS to track the performance of your program and run reports on your students’ MCAT scores and applicant data.

AMCAS® Choose Your Medical School Tool for Advisors

The AAMC American Medical College Application Service® (AMCAS®) created this tool to support medical schools’ enrollment management processes and help applicants communicate their intentions about which medical schools they plan to attend. Schools will only be able to access information about their accepted and alternate-list (waitlist) applicants. Applicants should use the tool at the direction of the schools to which they have applied.

Prehealth Advisor Support

The AAMC’s prehealth advisor support team offers assistance for the Advisor Information System, AMCAS, MCAT, Medical School Admission Requirements, the Fee Assistance Program, Aspiring Docs, and FPRST.

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aamc.org/advisors
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

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Fee Assistance 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
AAMC Fee Assistance Program

Website resources to direct your advisees to:
• What You Need to Apply
• 2023 Fee Assistance Program Essentials
• Fee Assistance Program FAQ’s

202-828-0600
fap@aamc.org
@AMCASinfo
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
Phone: 202-828-0950
Emails: advisors@aamc.org
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

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

Contact Us
202-828-0950
@amcasinfo

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