

Choose Your Medical School Tool Guide for Applicants

This guide provides AMCAS® applicants with step-by-step instructions for accessing, using, and editing the Choose Your Medical School (CYMS) tool.

Where can I access the CYMS tool?

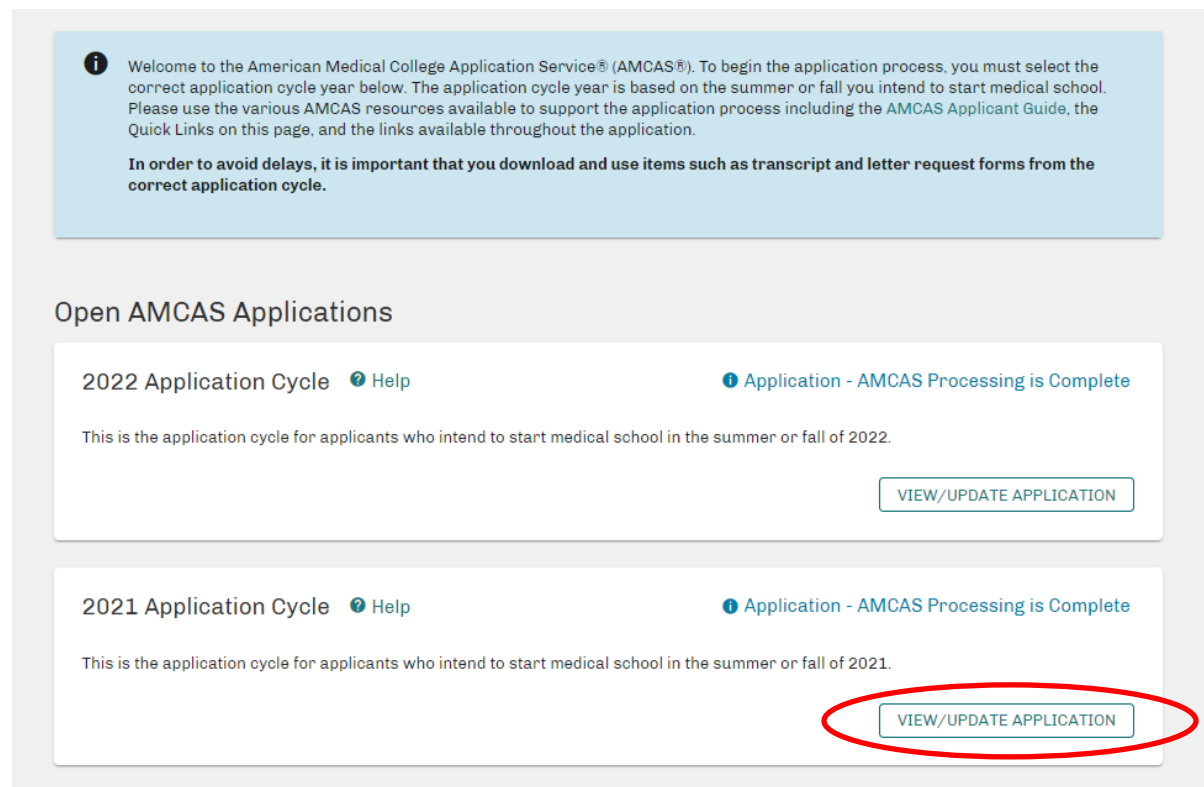
The CYMS tool is available in the AMCAS web application once you receive an acceptance. Follow the steps below to access the CYMS tool:

Step 1: Log in to the AMCAS web application.

- Go to the AMCAS web application (<https://amcas.aamc.org/amcas/>), and log in with your credentials.
- Once logged in, you will land on the Application Year Selection page (refer to Figure 1).

Step 2: Access the relevant application year.

- Select the relevant application year from the Application Year Selection page (refer to Figure 1).



i 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

2022 Application Cycle Help	Application - AMCAS Processing is Complete
This is the application cycle for applicants who intend to start medical school in the summer or fall of 2022.	
VIEW/UPDATE APPLICATION	
2021 Application Cycle Help	Application - AMCAS Processing is Complete
This is the application cycle for applicants who intend to start medical school in the summer or fall of 2021.	
VIEW/UPDATE APPLICATION	

Figure 1. Application Year Selection page.

Step 3: Access the Choose Your Medical School Tool

- On the main menu page (refer to figure 2), the CYMS tool can be accessed in two ways:
 - Banner at the top of the page.
 - Button in the quick links section.
- Select the link in either the banner or button to access the CYMS tool.

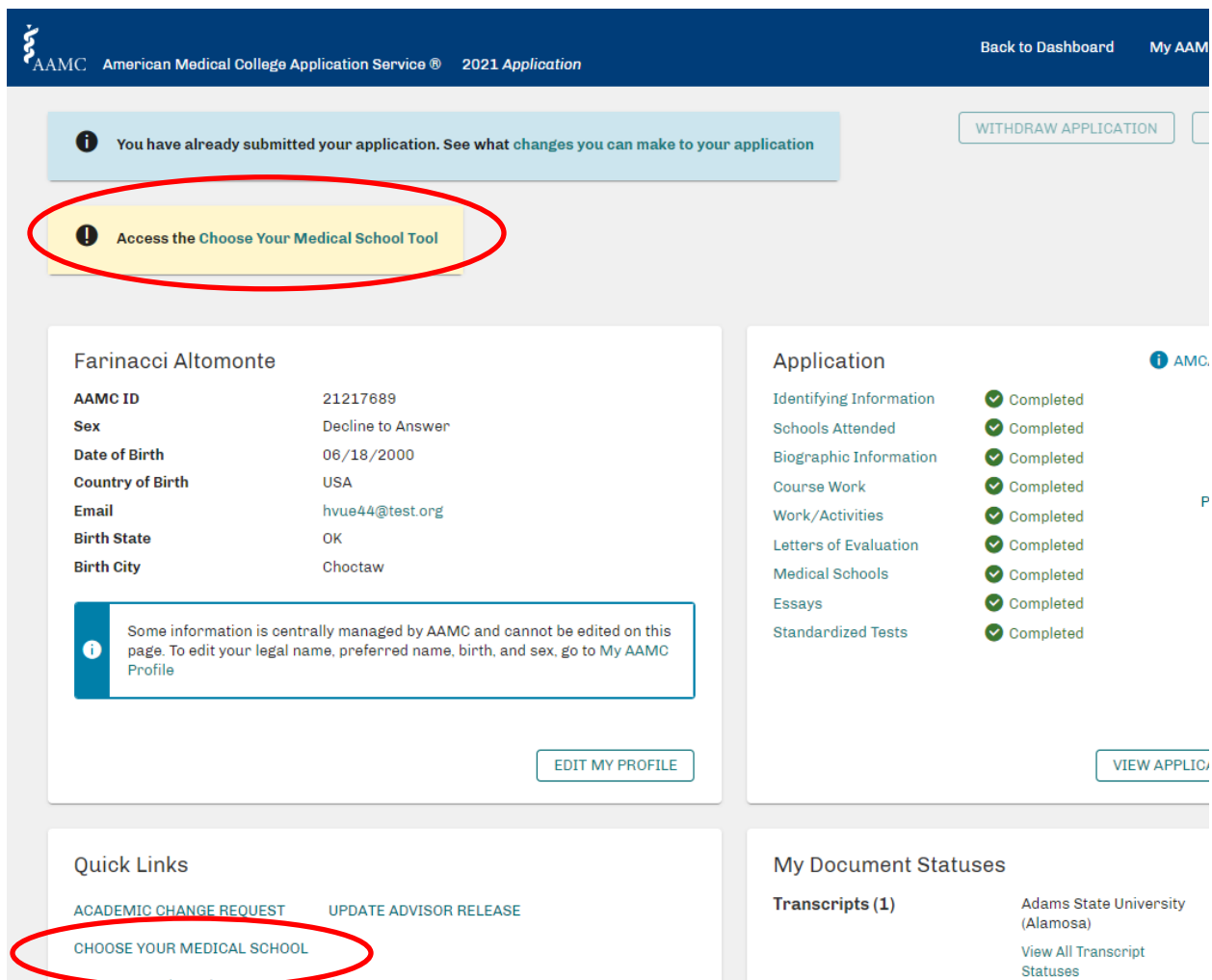


Figure 2. Main menu.

Step 4: Make your CYMS selection.

- From Feb. 19 to April 29, you will be able to select **only** “Plan to Enroll” from the CYMS tool (refer to Figure 3).
- On or after April 30, you will be able to select “Plan to Enroll” or “Commit to Enroll.”

Choose Your Medical School

Please select a medical school and indicate whether you Plan (available February 19) or Commit (available April 30) to Enroll.

In accordance with Protocol 9, do not hold more than 1 acceptance after April 30. For more information about receiving timely notification about the outcome of your application, please read the Application and Acceptance Protocols for Applicants.

Medical schools can see aggregate data between **February 19 and April 29**. Beginning **April 30**, medical schools can see detailed information about their accepted and waitlisted applicants as reported to AMCAS. Medical schools can see an applicant's selection (Plan or Commit) including if they selected another medical school or if no decision has been selected. Medical schools can also see if an applicant has been reported as matriculated by another medical school. Medical schools will know which applicants selected their school but will not see the name of any other medical school selected by an applicant.

Please review additional information about the Choose Your Medical School tool.

Only schools where you are currently holding an acceptance are available to select (based on AMCAS records). If you do not see a school that you think should be listed, please contact the medical school.

Note: if you see any schools with (Non-AMCAS), these are schools that don't participate in AMCAS such as TMDAS medical schools.

Select a Medical School

AMCAS School of Medicine

Please review the Application and Acceptance Protocols for Applicants.

Plan to Enroll: I have selected this medical school as the one I plan to attend in accordance with Protocol 9 of the Application and Acceptance Protocols for Applicants.
By selecting "Plan to Enroll," I am communicating to all schools at which I hold an acceptance that I have made a choice about the school at which I plan to enroll, and that I have withdrawn from my other acceptances, and hold only one acceptance. **I understand that it is my responsibility to communicate with the other medical schools directly and to follow their school-specific processes to withdraw my application(s). I understand that I can continue to interview, remain on any waitlist, and receive additional acceptance offers. Beginning April 30th, medical schools can see which applicants have selected "Plan to Enroll" at their institution.**

Commit to Enroll: I am confirming my commitment to matriculate to the medical school selected above*.
By selecting "Commit to Enroll," I am indicating that I have made my final selection and withdrawn all other applications, including waitlist positions.

I understand that it is my responsibility to communicate my withdrawal and acceptance decisions with medical schools directly and to follow their school-specific processes to withdraw my application(s) or confirm my acceptance. **Selecting "Commit to Enroll" is not an appropriate method of withdrawing applications from other medical school(s), including any which have offered me an acceptance. Beginning April 30th, medical schools can see which applicants have selected "Commit to Enroll" at their institution.**

I acknowledge and understand the Choose Your Medical School option I have selected above, my responsibilities of direct communication with the medical schools, and the importance of following school-specific application policies and processes. I understand that information about my selection will be made available as noted at the top of the page.

CANCEL

Figure 3. CYMS selection page.

Step 5: Submit your CYMS selection.

- On the confirmation page (refer to Figure 4), select the “Submit” button to submit your CYMS selection.

Confirmation: Choose Your Medical School

Please review additional information about the Choose Your Medical School tool.

Please confirm the below information matches your selection and desired intention.

AMCAS School of Medicine

Plan to Enroll: I have selected this medical school as the one I plan to attend in accordance with Protocol 9 of the Application and Acceptance Protocols for Applicants.

By selecting "Plan to Enroll," I am communicating to all schools at which I hold an acceptance that I have made a choice about the school at which I plan to enroll, and that I have withdrawn from my other acceptances, and hold only one acceptance. **I understand that it is my responsibility to communicate with the other medical schools directly and to follow their school-specific processes to withdraw my application(s). I understand that I can continue to interview, remain on any waitlist, and receive additional acceptance offers. Beginning April 30th, medical schools can see which applicants have selected "Plan to Enroll" at their institution.**

I acknowledge and understand the Choose Your Medical School option I have selected above, my responsibilities of direct communication with the medical schools, and the importance of following school-specific application policies and processes. I understand that information about my selection will be made available as noted at the top of the page.

[RETURN TO EDIT](#)

Figure 4. CYMS confirmation page.

Please note:

- You cannot select “Plan to Enroll” or “Commit to Enroll” to multiple medical schools. You must also acknowledge you understand the option you selected, your responsibilities to communicate, and the importance of following school-specific policies before your selection can be submitted.
- Selecting “Commit to Enroll” does not automatically withdraw applications from other medical schools. Applicants must communicate their final decisions directly with all schools according to each school’s specific policy.

How can I edit my CYMS selection?

- Access the CYMS tool from the AMCAS web application main menu.
- You will be directed to the Current Selection page (refer to Figure 5).
- To edit your selection, use the “**Edit Selection**” button.

Choose Your Medical School: Current Selection SHOW HISTORY

The information about your current Choose Your Medical School selection is included below. You can view the history of your selection ([Show History](#)), make a change to your current selection or view additional medical schools where you are holding an acceptance ([Edit Selection](#)), or clear your current selection ([Reset Selection](#)).

AMCAS School of Medicine

Plan to Enroll: I have selected this medical school as the one I plan to attend in accordance with Protocol 9 of the Application and Acceptance Protocols for Applicants.

By selecting "Plan to Enroll," I am communicating to all schools at which I hold an acceptance that I have made a choice about the school at which I plan to enroll, and that I have withdrawn from my other acceptances, and hold only one acceptance. **I understand that it is my responsibility to communicate with the other medical schools directly and to follow their school-specific processes to withdraw my application(s). I understand that I can continue to interview, remain on any waitlist, and receive additional acceptance offers. Beginning April 30th, medical schools can see which applicants have selected "Plan to Enroll" at their institution.**

Your selection was made on: April 08, 2021 at 2:51 PM

I acknowledge and understand the Choose Your Medical School option I have selected above, my responsibilities of direct communication with the medical schools, and the importance of following school-specific application policies and processes. I understand that information about my selection will be made available as noted at the top of the page.

[RESET SELECTION](#) [EDIT SELECTION](#) [RETURN TO MAIN MENU](#)

Figure 5. CYMS Current Selection page.

How can I learn more about the CYMS tool?

Applicants can find several resources on the [Choose Your Medical School Tool website](#) to learn more about the CYMS tool.

Important Reminders

- **Follow school-specific policies and procedures.**
 - You should use the tool at the direction of the schools to which you have applied. The CYMS tool is not the primary method of communication between you and medical schools. It is important to review and follow each school's application instructions, policies, deadlines, and requirements. We recommend visiting each school's admissions website, checking the [Medical School Admission Requirements™ website](#), and directly communicating with the schools to which you are applying to make sure you understand and follow their specific instructions.
- **Review the Application and Acceptance Protocols for Applicants.**
 - The guiding principles for professional behavior during the application cycle are set forth in the [Application and Acceptance Protocols for Applicants](#). *These guidelines are not intended to supersede the policies, timelines, or discretion of individual schools or programs.* However, they do provide you with a sense of the professionalism medical schools expect from applicants.

Frequently Asked Questions

- **Why don't I see the links to access the CYMS tool even though I have received an acceptance?**
 - If the medical school has not communicated your acceptance to AMCAS, the acceptance will not be reflected in the web application for you to access the CYMS tool. Please contact the medical school directly to ensure it has submitted the relevant action to AMCAS.
- **What information can schools see starting April 30?**
 - Starting April 30, the CYMS tool will identify the applicants making either a "Plan to Enroll" or "Commit to Enroll" selection. This applicant-specific information will be visible only to schools where the applicant has a current acceptance or alternate-list position. If an applicant selects "Commit to Enroll" to a school, all other schools where the applicant also holds an acceptance or alternate-list offer will be notified but will not know the name of the school selected.