

COMMITTEE LETTER REQUEST/HP PROGRAM APPLICATION CHECKLIST 2021-22
TIMELINE FOR MEDICAL, DENTAL, and VETERINARY APPLICANTS
ALUMNI, UNDERGRADUATES, and RE-APPLICANTS

Use this checklist as your own record of your Committee Letter File contents and timeline. All deadlines for the receipt of materials are firm and must be met in order to ensure that your committee letter file on behalf of the Health Professions Panel will be prepared and uploaded by **12 August 2022**. To set up your veCollect Account, read the instructions on pages 12-17 of this handout carefully and also use the veCollect Overview on the Health Professions Website. If you still have any questions about setting up your veCollect account, set up an appointment with Rosalind Adgers by phone, on Handshake or by email at **health.professions@wesleyan.edu**. Rosalind Adgers, (HPAA), (860) 685-3376, has office hours Monday - Friday, 9:30 AM - 1:30 PM.

All meetings/workshops will be posted on Handshake, please find the event and register.

SEPTEMBER- DECEMBER 2021

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- Read the relevant portion of the “Health Professions” section found on the Health Professions website at:
<http://www.wesleyan.edu/careercenter/students/health/index.html> _____
- Open a Committee Letter file by completing the registration form
See <http://www.wesleyan.edu/careercenter/students/health/credential-service.html> _____
Set up your veCollect Account _____
- Request individual Letters of Recommendation (LORs) and have them uploaded to veCollect _____
- Hand in the signed Instruction and Overview **Signature Page to HPAA** _____
- Schedule the two-hour Committee Letter Interview through Rosalind Adgers
Note that Interviews will be held 4 October 2021 - 1 May 2022 _____
- **Attend Health Professions Essential Meeting**, Monday, **11 October 2021** _____
- **Attend Health Professions Personal Statement Workshop**, **18 October 2021** _____
- **Attend MCAT Overview**, **22 September 2021**, **DAT Overview**, **23 September 2021** _____
- **Attend Health Professions Mock Medical Interview Workshop**, **4 November 2021** _____

JANUARY 2022

- Contact alumni or friends attending the medical schools that may interest you and ask them about their experience, the school’s student support services, curriculum, etc. _____
- Request **official** transcripts from **all colleges and universities attended (including Wesleyan)** and have them sent to Rosalind Adgers at the Gordon Career Center in Boger Hall by **16 March 2022** _____
- Update resume and complete Extracurricular Activity Detail Form; draft and revise your personal statement. _____

FEBRUARY 2022

- Remind your individual letters of recommendation writers of the **16 March 2022** deadline. _____

- Register early **for the MCAT/DAT. Take the exam before** the last test date in July **to present a timely application** _____
- **Re-Applicants**, schedule your Committer Letter Interview appointment by **1 May 2022** _____
- Attend the “After Wes” Med Student Panel scheduled provisionally for **February 2022.** _____

MARCH 2022

- Upload to veCollect your **final** draft of the Personal Statement, HP resume, Activity Detail form. Submit all forms, documents and official transcripts by **16 March 2022** _____
- Return the Instruction and Overview **Signature Page to the HPAA** _____
- **Three Letters of recommendation are DUE 16 March 2022, to be uploaded to veCollect.** _____
- **NO REQUESTS** for an HP COMMITTEE LETTER will be ACCEPTED AFTER **16 March 2022, 1:30 PM**, except for re-applicants. _____

APRIL 2022

- Attend the **AMCAS Application Overview, April 2022, 6:00-7:30 PM** (exact **date TBD**) _____
- Attend the **AADSAS Application Overview, April 2022, 6:00-7:30 PM** (exact **date TBD**) _____
- Begin researching medical schools using the Association of American Medical Colleges (AAMC) current *Medical School Admission Requirements* (MSAR) and individual schools’ web pages _____
- Begin researching osteopathic medical schools using the [Student Guide](#) and the MD schools using the Association of American Medical Colleges (AAMC) current *Medical School Admission Requirements* ([MSAR](#)) and individual medical schools’ websites _____
- **Re-Applicants schedule COMMITTEE LETTER Interview BEFORE the 1st of May 2022 DEADLINE** _____
Discuss instances of institutional action (your Letter of Academic and Disciplinary Clearance) with your Health Professions Advisor, given that these need to be discussed on your centralized application (page 31) _____

MAY 2022

- **Last day for the Committee Letter Interviews - 16 May 2022** _____
- **Last day to request a Letter Packet - 31 May 2022** _____
- It is advisable, for many reasons, to have your MCAT, DAT, or GRE scores in hand prior to filing your centralized (primary) application. However, it is essential that you take this important exam only when you feel **confidently** prepared. _____
- Access and initiate work on the primary application for your health profession in May (e.g. AMCAS) _____

MAY 2022

- **Discuss instances of institutional action** with your Health Professions Advisor _____
- **Begin pre-writing for your secondary applications** as soon as you submit your primary _____

JUNE-JULY 2022

- **To have your committee letter uploaded, you must submit the AMCAS/AACOMAS/AADSAS by the start of July 2022.**
- Request official copies of all transcripts sent to the AMCAS, AACOMAS, AADSAS, VMCAS, TMSAS

application service(s) as soon as they will accept them (contact the registrar, page 25) _____

- **Notify Rosalind Adgers and Mildred Rodríguez, PhD, the Health Professions Advisor/Program Coordinator of your AAMC, AMCAS, AACOMAS, AADSAS, VMCAS or TMSAS ID#** _____
- Complete AMCAS/AACOMAS/AADSAS application and **preferably** file **before mid-June-start of July** _____
- Complete applications for any schools that do not use the common application for your health profession _____
- Complete secondary applications promptly as you receive them, try for a 7-21 days turnaround _____
- Mail, scan or fax to Rosalind Adgers your **Signed Request including**, ID numbers, and your preferred email address. Your **SIGNATURE** is REQUIRED, phone requests are NOT accepted. _____

See **page 18** of the Committee Letter Request Handout for a Template, **Due by 15 June 2022** _____

- **You may need to ask medical/dental schools for time extensions, regarding the arrival of our committee letter file.**

See the Post-Interview Checklist on the Request a Committee Letter Webpage

AUGUST 2022

- Committee Letter File uploaded to **AMCAS—AACOMAS—AADSAS—VMCAS—TMSAS** _____

AUGUST-SEPTEMBER-OCTOBER-NOVEMBER-DECEMBER

- Attend the Zoom Mock Medical Interview offered in August (check the Handshake Events page) _____
- Prepare for your Health Professional program interviews, schedule a mock medical interview through Handshake with your Health Professions Advisor **Register for [Big Interview](#) and videotape your interview practices (use your Wesleyan email address to register for free).** _____

SPRING 2023

- Prepare for your entrance to your health professions program, complete the FAFSA in the fall before you submit your application or early spring so that you are prepared for your financial aid needs upon matriculation
- Peruse the [Financial Aid Resources](#) at AAMC
- Follow instructions for the [Choose Your Medical School Tool](#)
- As you begin to receive acceptances from medical schools follow the guidelines for the Application and Acceptance Protocols for Applicants on the [AAMC](#) site. If you have more than two to three acceptances, try to make a decision as soon as your financial aid information for each school is available and free up your remaining acceptance spots for applicants that are on the waitlists.

SUMMER/FALL 2023

- Upon Acceptance to a College of Medicine, find a place to live and begin the move
- Complete the Matriculation process for your Health Professions program