What is the APP?

The Application Prep Program provides support for students preparing to apply to their preferred health professional program(s) in an upcoming application cycle.

What is included?

- Self-Assessment of Preparedness
    - GPA Calculator + Review

- Application Material Review + Feedback
    - Mock Application
    - Personal Statement and Essays

- Practice Interviewing

- Letter Packet *(optional)*

Let's go through the steps!

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How does it work?

- Attend Information Session

- Download and read instructions

- Create an account in the Pre-Health APP Portal

- Complete the Pre-Application Self-Assessment

- Complete the Mock Application for your profession

- Start your application for professional school

- Mock Interview with the Pre-Health Committee

- Request a Letter Packet*

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Where are the instructions?

- https://prehealth.wvu.edu/services/application-prep-program

- On this page you will find:
  - Important dates
  - Downloadable instructions
  - Link to Pre-Health APP Portal
  - All required documents (downloadable)

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Create an account in the Portal

- Refer to instructions for step-by-step directions

- https://wvu.smapply.io/prog/2024_pre-health_application_prep_program_letter_packet_service/

- Complete intake form:
  - All correspondence will be delivered to the email provided. Please be sure this is an account you will check regularly throughout the summer.

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Pre-Application Self-Assessment

- Part 1: GPA Calculation
    - Download GPA Calculator from website and follow instructions online
    - Use unofficial transcript from STAR →Do NOT use DegreeWorks
    - Upload GPA Calculator in the portal

- Part 2: Self-Assessment
    - Answer questions online
    - Calculate score

- **Mark as Complete > Submit > Submit**

- Deadline: Wednesday, February 28th by noon

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Complete Mock Application

- Download the Mock Application that matched your preferred health professional program from the website
  - Complete this application in Word (or other text editor, **NOT PDF**)
  - You can begin working on this at any time
    - You will be notified by email when we have finished reviewing your pre-application and you can submit your mock application

What's on the Mock Application?

- Part 1
  - Similar to the health professional school application. You should view this as a first draft of that application.

- Part 2
  - To help us get to know you better and to help you brainstorm topics for your personal statement and interview.

- Part 3
  - Only for re-applicants. This is where you will highlight any improvements since your last application.

Submit Mock Application

- Log in to APP portal
  - Upload mock application application
  - Upload personal statement
  - **Mark as Complete > Submit > Submit**
- Deadline: Friday, March 29th by 11:59 PM

- We will give feedback on applications in the order they are received.
  - Feedback will be provided by <u>April 30th</u>

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Start your official application

- Read instructions for your application service
  - Each application has a different open date

- Request transcripts to be sent to application service
  - We advising waiting until final grades are posted

- Request Letters of Recommendation
  - Do you wish to receive the optional **Letter Packet?**

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• **Mock Interview with the Pre-Health Committee**

• **Request a Letter Packet***

Interview with the Committee

- After you submit your Mock Application, we will reach out to you about scheduling
  - This will **<u>NOT</u>** be done in the portal

- Interviews will occur mid May – August
  - Via Zoom
  - 2 faculty/staff members
  - Mock interview and feedback
    - Dress professionally
    - Bring something to take notes on
    - Practice beforehand

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• Request a Letter Packet*

What's a Letter Packet?

- A packet or set of letters assembled and distributed by the Pre-Health Office.

- The packet will include a cover letter from the Pre-Health Office accompanying Individual Letter's of Recommendation submitted on behalf of the applicant.

Is this a Committee Letter?

- It is **<u>NOT</u>** a Committee Letter of Evaluation

- It does **<u>NOT</u>** summarize the applicant's qualifications

- It does **<u>NOT</u>** provide a level of endorsement of the applicant

Just a few additional steps...

- Request a Letter Packet*
  - Complete FERPA Waiver
  - Request Individual Letters of Recommendation
  - Request a Letter Packet be uploaded to your official application
  - Submit required application information to the Pre-Health Office

Complete FERPA Waiver

- Necessary for the Pre-Health Office to collect and submit individual letters of recommendation

- Log into the portal
  - Read item 1 and type your name in the box to acknowledge your understanding of the statement
  - Select one of the options under item 2 and type your name in the box corresponding to your selection
  - **Mark as Complete > Submit > Submit**

Just a few additional steps...

- Request a Letter Packet*
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    - Request Individual Letters of Recommendation
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Requesting Individual Letters

- Complete recommendation requests through portal

- Deadline to request letters: Friday, May 31st @ 11:59 PM

- An email with instructions for uploading letter will be sent to the email address you enter
  - Follow up with recommender to check in spam/junk folder
  - There are tips for writing letters in this email

- You will be able to track letters in the portal

- Deadline for letters to be submitted by writers: Wed, July 31st @ 11:59 PM

Just a few additional steps...

- Request a Letter Packet*
  - ✓ Complete FERPA Waiver
  - ✓ Request Individual Letters of Recommendation
  - Request a Letter Packet be uploaded to your official application
  - Submit required application information to the Pre-Health Office

Requesting the Letter Packet

- Request a Letter Packet be uploaded to your official application
  - Use the APP instructions to guide you in providing the correct information to the application service regarding your letter packet
  - We will send all your individual letters, so you don't have to request those again through the application service

Just a few additional steps...

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  - ✓ Complete FERPA Waiver
  - ✓ Request Individual Letters of Recommendation
  - ✓ Request a Letter Packet be uploaded to your official application
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Submit Application Service Information

- Once all of your individual letters are received, you can submit that stage and move on to the final stage of the Letter Packet request process

- Submit application service information
  - This stage can be edited after you submit

- Deadline to submit application information: Friday, Aug 2nd @ 11:59 PM

- The Pre-Health Office is notified when you submit application service information and when you make edits
  - Once we get this notification, we will submit your letter

Just a few additional steps...

✓ Request a Letter Packet*

    ✓ Complete FERPA Waiver

    ✓ Request Individual Letters of Recommendation

    ✓ Request a Letter Packet be uploaded to your official application

    ✓ Submit required application information to the Pre-Health Office

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Letters of Recommendation

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Who to ask…

- Minimum of 3 letters and maximum of 7
    - We find that 3-5 is usually good

- Request letters of evaluation from individuals who…
    - can provide a strong, positive recommendation
    - have thorough knowledge of your academic, intellectual, interpersonal, ethical, and leadership capabilities.

- Keep in mind individual letters are submitted as part of the letter packet

We suggest…

- Science majors:
    - 2 science faculty
    - 1 non-science faculty

- Non-science majors
    - 2 faculty from your major
    - 1 science faculty

- Character letter
    - Someone who knows you well and can speak to your character

- Additional letters
    - Not a professor; knows you well; supervisory role

Writers should speak to these competencies:

- Intellectual Ability
- Empathy and Compassion
- Critical Thinking
- Organizational Skills
- Emotional Maturity
- Integrity and Ethical Conduct
- Perseverance and Dedication

- Acceptance of Responsibility
- Ability to work independently
- Ability to work with others
- Written Communication
- Oral Communication
- Intercultural Competence
- Motivation for Health Career

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Questions?

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