

# URI PRE-HEALTH ADVISING

*2025 Application Timeline, Policies, and Instructions*

## PROCESS TIMELINE, 2025 ADMISSION

### ONLINE INFORMATION SESSIONS

**Required for all HPAC applicants (repeated session; attend just one).**

- Tuesday, September 19
- Wednesday, October 18
- Monday, November 27

Each session is from 7:00-8:15 pm via Zoom.us. Register for your session at [www.uri.edu/prehealth](http://www.uri.edu/prehealth)

### ESSAY-BUILDING WORKSHOPS

Each session is from 4:00-5:30 pm via Zoom.us. Register for your session at [www.uri.edu/prehealth](http://www.uri.edu/prehealth)

**Required for all HPAC applicants (repeated session; attend just one).**

- Tuesday, December 5
- Wednesday, December 13

**Optional for all non-HPAC applicants**

- Monday, March 4

### NOVEMBER 20-DECEMBER 21

Initial individual assessment meetings with HPAC Chair.

### DECEMBER 2023-JANUARY 2024

Prepare HPAC Dossier

All applicants are required to get feedback on their personal statement from the Writing Center.

### FEBRUARY 15, 2024

Last day to submit the HPAC Dossier (by 11:59 pm) for students and alumni participating in the HPAC interview process

Deadline for submission of letters of recommendation

### LATE FEBRUARY/EARLY MARCH

HPAC multiple mini interview sessions—each applicant attends one

### FEBRUARY-APRIL

HPAC personal interviews

### APRIL 25

Final Applicant Meeting, 7:00-8:30 pm via Zoom.

### MAY 1

Last day to submit the HPAC Dossier and letters of recommendation (by 11:59pm) for students and alumni who participated in the HPAC interview process in a previous year but have not yet applied.

### LATE APRIL-EARLY MAY

Final Individual Assessment Meetings with HPAC Chair.

### MAY-JUNE

Complete and submit primary application (AMCAS, AACOMAS, AADSAS, et al.) *as early as possible*. NOTE: OptomCAS should be completed mid-late July

### JUNE 1

Last day to submit the HPAC Dossier and letters of recommendation (by 11:59pm) for students and alumni who are re-applying but not participating in the HPAC interview process.

### JULY-AUGUST

Complete secondary applications.

### JULY 17

Final primary application (AMCAS, AADSAS, etc.) submission date to receive the HPAC letter. *Alumni and students who submit primary applications after this date will not receive the HPAC letter.*

### SEPTEMBER 2024-MARCH 2025

Interviews (most interviews occur September-January).

### MARCH-JUNE 2025

Finalizing decisions. Consult admission policies and protocols for the schools to which you apply and be sure you are aware of important deadlines.

## HEALTH PROFESSIONS ADVISORY COMMITTEE (HPAC) PROCEDURES AND POLICIES

### The HPAC Letter

The HPAC letter is a summary and evaluation of your candidacy for admission. It is usually a page and a half in length and is accompanied by individual letters written by professors, mentors, and/or supervisors who know you well. Health profession admission committees rely on these committee letters to holistically evaluate a candidate's attributes and experiences as they relate to their undergraduate institution (in this case, URI). The letter is based on formal interviews with HPAC members, a dossier that includes background and academic information as well as a list of activities and personal statement, letters of recommendation, and transcripts from URI and other colleges at which you have completed coursework.

Almost all medical schools prefer to receive a committee letter, though in some cases (e.g., alumni who graduated more than three years ago) it is not necessary. Dental, optometry, and podiatry schools also accept the committee letter and other health profession training programs may request your committee letter.

Committee letters are good only for the application year in which they are written and submitted. Re-applicants must follow the process detailed on pages 7-8 below.

### Criteria to Qualify for the HPAC Letter

The HPAC letter is available to students and recent alumni whose record of experiences and academic achievement demonstrate a reasonable chance for success in the admission process, and whose substantive experiences and academic work were either at URI or, if elsewhere, closely related to their undergraduate academic program or co-curricular objectives at URI. To this end, the Committee has established the following eight criteria for eligibility:

1. Most or all required coursework must be complete.
2. Clinical experience at the quantity and quality expected by the applicant's chosen profession.
3. Science and cumulative grade point averages of 3.2 for medical school, and 3.0 for dental, optometry, and/or podiatry school. **Note that successful applicants almost always exceed these minimum GPAs.**
4. Competitive standardized test scores, or a realistic plan to prepare for and take the MCAT, DAT, OAT or other required test prior to submission of primary application(s).
5. Ability to demonstrate, through experience and recommendations, that you meet the Core Competencies for Entering Medical Students for allopathic medicine, or the equivalent for other health professions. The competencies can be found online at:
 

<https://students-residents.aamc.org/applying-medical-school/article/core-competencies>
6. Ability to obtain required supporting letters of recommendation.
7. Completion of at least four semesters of study at URI.
8. Status as a current undergraduate student or graduate who graduated no earlier than 2020.

In addition to these criteria, applicants are encouraged to review the technical standards (or equivalent for professions other than medicine) for the schools to which they plan to apply. These standards are usually available on each school's web site.

If you do not meet these criteria but still wish to apply, please make an appointment to meet with the HPAC Chair to discuss your plan and the many other ways URI can support your application.

Note that the criteria for receiving the HPAC letter are consistent with competitive applications for admission in general. If you do not meet these criteria, you should seriously consider postponing your application to improve your preparation. The pre-health advising staff will be happy to assist you with further planning.

### **Process for Receiving the HPAC Letter**

There are seven required steps to receive the HPAC letter:

1. Attend an on-line information session and essay-building workshop (fall term).
2. Meet with the HPAC chair for an initial assessment of your credentials for admission (late fall term). You will need to complete a pre-application self-assessment in preparation for this meeting.
3. Prepare and submit your HPAC dossier by the required deadline (see the timeline above).
4. Obtain supporting letters of recommendation by the required deadline (see the timeline above).
5. Participate in an HPAC multiple mini interview session (early-mid spring term).
6. Have an individual interview with a member of HPAC (mid-spring term).
7. Meet individually with the HPAC chair for a final assessment (late spring term).

#### Information Sessions

You begin the process by attending one of three informational on-line meetings offered during the fall semester. These sessions last 75 minutes and provide a complete overview of the admission process.

#### Essay Building Workshops

Attend one of these workshops scheduled for late fall term. In it, you will become familiar with the most common essay types on health profession school applications and begin to formulate your own essay topics. Following your workshop, you will draft the essays required for your HPAC Dossier (see below). NOTE: all essays are expected to be your own work and not composed by artificial intelligence.

#### Initial Assessment Meeting with the HPAC Chair

This meeting is an opportunity for you to assess, with the assistance of the HPAC Chair, whether your academic and experiential preparation gives you a reasonable chance of success in the admission process for your chosen profession. Prior to this meeting, you will complete the HPAC Pre-Interview Self-Assessment.

### Prepare your HPAC Dossier

Following your assessment meeting with the HPAC Chair, you will receive the HPAC Dossier. This is a comprehensive dossier that gives the Committee a complete picture of your candidacy. The dossier is designed to closely match portions of the health profession schools' primary applications. It has nine sections as follows:

1. Identifying information
2. Biographic and demographic information
3. Academic information
4. Detailed list of experiences
5. Short essays
6. Personal statement
7. Standardized test scores
8. Letters of evaluation
9. Institutional disciplinary action
10. HPAC letter waiver

You will need the following items in order to complete the HPAC Dossier:

- A professional or passport style photo (.jpg) of yourself
- Completed GPA calculator (an Excel spreadsheet we will share with you)
- If applicable, transcripts from colleges and universities other than URI where you have taken courses
- A resume

Your completed HPAC dossier must be submitted by **Wednesday, February 15, 2024 at 11:59 pm**. *No dossiers will be accepted after that time.*

The following deadlines for HPAC Dossier submission (and letters of recommendation) apply to those who have already participated in the HPAC interviewing process:

- **May 1, 2024 at 11:59 pm** for students and alumni who participated in the HPAC interview process in a previous year
- **June 1, 2024 at 11:59 pm** for students and alumni who are re-applying and not participating again in the HPAC interview process.

### Letters of Recommendation

You will need to obtain a minimum of four letters of recommendation, and not more than five letters total in support of your HPAC letter. You will list your evaluators in the HPAC dossier. ***These recommendations are sent to health profession schools in a packet with your committee letter.***

At least two of your evaluations must be from URI faculty who are familiar with your work from courses, research, or other academic activities (e.g., teaching or tutoring). At least one of these URI faculty letters must be from someone in the sciences, though we strongly recommend that you have at least two such letters.

The remaining 2-3 letters may come from individuals at URI or elsewhere who have supervised, mentored, or taught you and who can write in-depth about your personal attributes as they relate to health care practice.

Letters from relatives, family friends, and peers will not be accepted.

If applying for MD/PhD programs, at least two of your letters must be from research mentors.

You should give each of your recommenders a Letter Request Form (we will make this available to you on-line), which details the criteria most helpful to HPAC and to health profession school admission committees. This form also contains information about how to submit your recommendation letter, and how it should be formatted. Do not include this form with your letters of recommendation.

#### Multiple Mini Interviews (MMIs) with HPAC

MMIs are a series of short interviews, each based on single question prompt. During your MMI session, you will rotate through five 10-minute interviews with five different interviewers (HPAC members or guest interviewers). The questions could involve hypothetical situations, ethical dilemmas, specific questions about your background, and/or issues in health care practice or policy. No specific knowledge is required for MMIs. Instead, your interviewers will be interested in how you think about various problems and scenarios, your ability to self-reflect, how well you communicate your thoughts and opinions, and your overall level of professional presentation. You will be assigned to one MMI session sometime in February or early March; the HPAC Chair will provide you with more information about the MMIs early in the spring term.

#### Individual Interviews with HPAC

In addition to an MMI, all applicants will have a one-on-one interview with a member of HPAC. This interview will be more personalized and informal than the group interview. Your interviewer will have read your dossier and other information about you; their questions will be both specific to your situation and more generally about health care education and practice. They may also have feedback for you about ways to improve your application.

#### Final Assessment with the HPAC Chair

This is the concluding and culminating meeting of the process. You will have an opportunity to ask the HPAC Chair any questions you might have about your application, and you will receive specific feedback about your application strategy along with any concerns the Committee might have about your candidacy.

### **Post-Interview and Your Decision to Apply**

One of the Committee's goals is to help you make a well-informed choice about when and whether to apply for admission. As noted above, following your interviews with the committee, you will receive feedback from the HPAC Chair about your candidacy. If the committee has concerns about your application, and believes that you should take additional time to improve your chances for admission, you will receive specific recommendations about steps you can take to become a stronger applicant in the future.

*Note that the committee may choose to withhold its letter if it believes that a student or graduate lacks the academic preparation, personal attributes, experience, or integrity to be successful in the admission process.*

## **Re-Applying**

As noted above on page 3, committee letters are good only for the application year in which they are written and submitted. If you were unsuccessful in your first attempt to be admitted, and wish to re-apply, you may request a revised letter from the Health Professions Advisory Committee. (If you have been unsuccessful more than once, were previously admitted but did not matriculate, and/or were dismissed from a health profession training program see below: “Re-Applying: Other Situations”).

For the first instance of reapplication, you will need to complete a dossier updating HPAC about your activities since your previous application. You will be asked to write about the reasons why you were not admitted, and steps you have taken to improve your candidacy. You may also need to submit one or two additional letters of recommendation documenting new activities and/or academic work. The re-applicant committee letter packet will include:

- A new version of your committee letter that includes information about the ways in which you have improved your candidacy since your prior application.
- All individual letters of recommendation submitted in support of your original committee letter.
- New individual letters of recommendation.

In most cases, you will not be required to interview with HPAC again as a first-time re-applicant; rather, you will meet individually with the HPAC Chair who will then present your updated credentials to the committee.

### *Re-Applying: Other Situations*

If you are considering re-application after two or more unsuccessful attempts to be admitted, or if you are re-applying after having already been admitted to a health profession school one or more times, please read the following carefully:

- *Re-applicants who have been denied admission more than once* must appeal in writing to the Health Professions Advisory Committee in order to receive the committee letter. Such applicants may be required to participate again in the full process outlined in the booklet. All new committee letters will be completed in accordance with the bullet points noted above for first-time reapplicants.
- *Re-applicants who were previously admitted and wish to apply again with the committee letter* will need to appeal directly to the Health Professions Advisory Committee in writing. If the committee approves, the applicant will need to once again participate in the full process outlined in this booklet in order to receive the committee letter. Any such committee letter will state that the applicant was previously admitted and will outline the circumstances precipitating their withdrawal. Applicants in this situation most likely to be approved for a new committee letter will generally be those who were not able to attend the health profession program to which they were admitted due to unforeseen or extenuating circumstances. All requests will be considered on a case-by-case basis.

Re-applicants who were admitted to a program but who did not matriculate must present a letter from that school’s admission dean/director, or their designee, stating that they

followed all admission protocols during the process and conducted themselves ethically and with a high level of professionalism.

Re-applicants who matriculated to a health profession training program and later withdrew must present a letter from their school's dean or designee confirming that student's good standing in the program, or that they withdrew from the program in good standing.

Any URI graduate who was dismissed from a health profession training program for any reason is no longer eligible for a letter from the Health Professions Advisory Committee.

#### An important note regarding re-application

We ***strongly recommend*** applying only when you have a reasonable chance of being admitted. While successful re-application is possible it is best to avoid having to apply more than once. The application process is expensive, time consuming, and stressful; moreover, schools will be expecting improvement in any areas of your application that were deficient the first time around, and this raises the bar for your success the second time around. This is one reason why we have the HPAC process. It is an opportunity to get a comprehensive and realistic assessment of the strengths and weaknesses of your candidacy, your chances of admission, and the best time to apply.

#### **When to Apply**

You should plan to apply for admission only when you can meet, and preferable exceed, the eight criteria noted above to qualify for a letter recommendation from HPAC. For students who could be ready to go directly from college to health profession training, the admission process would start approximately halfway through junior year. However, for the vast majority of people interested in health professions, the application process will come senior year or later. Note that HPAC supports a significant number of seniors and alumni each year, and pre-health advising continues to be available to alumni.

#### **Pre-Health Advising Contacts**

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