



WHY THIS IS “PROFESSIONAL” SCHOOL

1. This is the first phase of your medical career. Thinking ahead, your letters of support for residency will be based on your overall performance in medical school.
2. You will begin seeing patients FAST. They will look to you as a medical professional.
3. Issues of ethics, morals, cultural competency, etc. will be discussed often. You need to handle the discussions with depth and maturity.
4. We do not know you well—we look to your applications for signs of professional behavior.

EXHIBITING PROFESSIONAL BEHAVIOR IN THE APPLICATION PROCESS

Pre-Application

Working with the Health Professions Office

- ❖ Be respectful, courteous, and on time.
- ❖ Be responsive to feedback.

Be Thoughtful in the Application Process

- ❖ Don't rely on rankings alone.
- ❖ Think about your values—what do YOU need in a medical school?
- ❖ Research Schools.
- ❖ This is an Evidence-Based Process: saying you “know you can” do something isn't the same as already having proven it.

AMCAS and ESSAYS

- ❖ Never leave someone guessing about your health or your commitment to medicine.
- ❖ Send secondaries back quickly.
- ❖ PROOFREAD—not just spell-check. Check your grammar, context, etc. NO EXCUSE for errors.
- ❖ Have someone who does not know you read your essays.
- ❖ Use professional language at all times.

Application Process

Make Commitments and Fulfill Them

- ❖ One month here and there doesn't work.
- ❖ Don't stuff your application with future activities pre-interview.
- ❖ Never over-exaggerate.
- ❖ Do not abandon post-graduate programs after one year.

Deadlines

- ❖ **APPLY EARLY* APPLY EARLY* APPLY EARLY *APPLY EARLY***
- ❖ Anticipate that which you can't control.
- ❖ Keep track of application on status pages.
- ❖ Do not assume that the timing of your application is inconsequential if a school is not rolling admissions.
- ❖ **NO EXCUSES.**

Email Correspondence

- ❖ Never start with “hey”—this is a professional communication and it will be entered into your file.
- ❖ Use Titles, not first names—when in doubt use “Dean” or “Dr.”
- ❖ Although email can be casual among friends, we are not your friends. Use proper punctuation, complete sentences, and capitalize importantly. And use the right medical school name!
- ❖ Add your AMCAS ID number to EVERYTHING you send to a school.
- ❖ Have a professional email address (and voicemail message, too!) and clear junk filters.

Accept Responsibility

- ❖ Don't whine. Ever. Not about grades, not about advice you have received, and not about why you were not able to do what was asked of you.
- ❖ We have over 7800 applicants. Some schools have more.
- ❖ No one is perfect. There will be times that each of us messes something up. We need to say we were wrong, apologize, and set it right.
- ❖ Stay in touch with any changes to your contact information.

Scheduling/Canceling Interviews

- ❖ Respond to interview invitations ASAP.
- ❖ Ask EARLY if you need to coordinate visits, but recognize this is not always possible.
- ❖ If you need to cancel due to health, weather, emergency, let us know ASAP. Take both our phone numbers and our email addresses with you to the airport/train/etc.

Interview Behavior

- ❖ Do a mock interview at your school if at all possible.
- ❖ Plan Ahead—check where the school is in relation to the airport, train station, etc. Plan flights early.
- ❖ Read EVERYTHING we send you—we tell you everything you need to know!
- ❖ Purchase or borrow appropriate attire.
- ❖ Be polite to everyone, starting at the airport.
- ❖ Be prompt, and introduce yourself.
- ❖ Be sensitive to body language as well as actual words.
- ❖ Be flexible and go with the flow.
- ❖ Write a thank you, but SAY something in it.

Withdrawing

- ❖ Communicate ASAP.
- ❖ Do not simply no-show for an interview.
- ❖ Think about your friends who are still waiting for interviews/offers.

Facebook/MySpace/Studentdoctor.net

- ❖ Do not have anything in a public place that you would not want us to see.

Post-Admissions Decision

Revisit/Second Look Weekends

- ❖ You do not HAVE to attend.
- ❖ You are still “on”—all interviewing rules apply.

Financial Aid Decisions

- ❖ Be responsible and prompt.
- ❖ We know it is confusing—ask questions.
- ❖ Understand how to manage competing offers.

AAMC Traffic Rules

- ❖ Know them, follow them: <http://www.aamc.org/students/applying/policies/start.htm>.
- ❖ October 15th—First date at which we can make an admission offer.
- ❖ May 15th—Multiple Acceptance deadline.