

Health Professions Advisory Committee Timeline

All of the following steps must be completed before the committee will write on your behalf and release a committee letter to your designated schools. Please pay attention to deadlines.

January

- Attend the informational meeting and submit your Health Professions Advisory Committee Request for Review & File Retention forms located on the Health Professions office [website](#).
- Distribute your *Health Professions Evaluator Instructions* sheet along with the [Health Professions Evaluator Forms](#) to all evaluators (at least 2 from sciences).
- Follow multi-step instructions provided via e-mail to activate and then begin HPAC online portfolio.

February

- Complete on-line portfolio (see resources in [Nexus](#) & website on [preparing essay](#)).

March

- Faculty Evaluation letters are due by noon on the **FIRST FRIDAY of March**.
- Submit the completed HPAC on-line portfolio by **NOON on the FIRST MONDAY of MARCH**.

March/April

- Complete both HPAC interviews following deadlines/instructions provided via e-mail.

April/May

- Take admissions tests (i.e. MCAT, DAT, OAT etc...).

May

- Attend the mandatory meeting on application process. Make final decision on application after reviewing test scores and begin application (i.e. AMCAS, AACOMAS, AADSAS etc..). Put in transcript requests with registrar's office.

June

- Provide a copy of your completed, submitted application along with letter request forms to Jennifer in the Health Professions Office.

July

- Submit all secondary applications.