Health Professions Advisory Committee (HPAC) 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.
- ☐ Complete one Health Professions Advisory Committee Individual Evaluation Letter Request Form for each evaluation letter to be submitted on your behalf.
- ☐ Follow the instructions provided via e-mail from health_pro@union.edu to begin completing the Course Planning/GPA tracker, Work/Activities Worksheet, and Application Essay that are required components of the HPAC application.

Note: The application process includes completion of 3 tasks prior to final submission to the HPAC itself: 1) Course/Planning tracker, 2) Work/Activities Worksheet and 3) Application Essay

Because of final submission of the HPAC application must be completed in one sitting, you will need to complete these three tasks in order to submit the final application. Once you have completed these 3 tasks, you will be able to complete and submit the online application.

February

- ☐ Complete the HPAC application.
- ☐ Evaluation letters are due by **NOON** on the **FIRST MONDAY of March.** You will receive a confirmation email as each letter is submitted to our office.

March

- ☐ Complete the HPAC application by **NOON on the FIRST MONDAY of MARCH**.
- ☐ Sign up for both HPAC interviews following deadlines/instructions provided via e-mail from health_pro@union.edu.

April/May

- ☐ Complete both HPAC interviews and take necessary admissions tests (i.e. MCAT, DAT, OAT etc…).

May

- ☐ Attend the informational meeting on the application process. Begin application (i.e. AMCAS, AACOMAS, AADSAS etc...) and make final decision on application after reviewing test scores. Put intranscript requests with registrar's office.

June

- ☐ Use **health_pro@union.edu** for all inquiries to our office and when providing our office with a PDFversion of your submitted application. **Note**: AMCAS applicants must also email a PDF of the letter request form along with the submitted application.

July

- ☐ Submit all secondary applications.

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