Health Professions Advisory Committee Process
For Application Year: 2019-2020

Application:

Eligibility: All alumni and current UTA students with a minimum GPA of a 3.0 applying to medical or dental school in the upcoming cycle can apply. (MAV ID will be required) Re-applicants that were not accepted into HPAC last year can re-apply with at least 1 updated letter.

Visit the Health Professions Website for the link to the Online Application.

Students should create an account with the application service(s) they will be using to apply to professional school(s). (TMDSAS, AMCAS, ACOMAS, AADSAS) There will be a section on the Letter of Recommendation Evaluation Form and application to include your unique ID number(s).

Supporting documents/information required:

- **Transcripts**- official or unofficial transcripts from ALL colleges/universities where college courses were taken

- **Overall and Science GPA**- calculate GPAs from all transcripts and enter on application. Science GPA includes all Biology, Chemistry, Physics, and Math courses only. You can use UTA’s GPA Calculator.

- **Statement/Essays**
  - **Personal Statement**- 5,000 characters with spaces – Required
    Your personal statement should include the factors that influenced you to pursue a career in medicine or dentistry. Additionally, your statement should include relevant experiences and specific examples. This statement should be the one you plan to use on your medical or dental school application

  - **Personal Characteristics Essay**- 2,500 characters with spaces – Required
    Learning from others is enhanced in educational settings that include individuals from diverse backgrounds and experiences. Please describe your personal characteristics (background, talents, skills, etc.) or experiences that would add to the educational experience of others.

  - **Unique Circumstances or Life Experiences Essay**- 2,500 characters with spaces - Required
    Briefly discuss any unique circumstances or life experiences that are relevant to your application. This is not an area to continue another essay or reiterate what you have previously stated: this area is provided to address any issues that have not previously been addressed.

- **Healthcare Activities, Volunteering, Work Experience, Leadership, Awards/Honors, and Research Hours**

- **Letters of Recommendation**- 3 required; It is highly recommended to have at least 1 recent letter
  - 1 from a science faculty member
  - 1 from a Health Professional (EX: Doctor for pre-med, Dentist for pre-dental)
  - 1 from any faculty member, doctor/dentist, research director, clinical experience or volunteer supervisor
Instructions for Applicants requesting letters: Applicants requesting letters must complete top portion of HPAC Evaluation Form, hand sign and date. HPAC will not review your application unless the box waiving your right to the letter is marked. (for authenticity purposes). The form can be hand delivered or scanned and emailed to your evaluator to complete depending on their preference.

Instructions for Evaluators writing letters: Evaluators need to complete the middle portion of the Health Professions Letter of Evaluation Form, hand sign and date. The HPAC Evaluation Form should have been provided by the applicant requesting the letter. Letters should be addressed to the Admissions Committee, not HPAC. These letters will most likely be used for the applicant’s medical/dental school application(s). See below for letter delivery options.

***Please note due to application service standards: ALL letters MUST BE TYPED, DATED, HAND SIGNED, contain CONTACT information and ON AN OFFICIAL LETTERHEAD***

Letter Delivery for Evaluators:

- Email: Completed letter and form can be scanned and emailed by the evaluator to hpac@uta.edu with subject line: HPAC LOR-Student name
- Applicant delivery: Evaluators can chose to give the letter and form to the applicant for hand delivery to the Health Professions Advisor mailbox (Sandy Hobart) in the Dean’s Suite LS 206. The letter and the form must be placed in an envelope and signed across the seal by the evaluator to verify the integrity of the letter.
- Mail: Letters with the completed evaluation form can be mailed by evaluator to:

  Health Professions Advisor The University of Texas at Arlington Box 19047 Arlington, TX 76019-0047

Application will not be evaluated until ALL supporting documents are received.

Factors considered for HPAC Endorsement:

- CUM GPA, SCIENCE GPA
- Field Experience: Clinical Experience, Volunteering, Leadership, Research
- Personal Statement, Essays, and Letters of Recommendation
- Interview- an interview invite DOES NOT guarantee endorsement. The interview process is a very important factor in the final committee decision much like interviews for medical and dental schools.