

2024-2025 Timeline for Spring 2025 HPAC Interviews (Medical School, Dental School, and Veterinary School)

Your HPAC file will be shared with HPAC faculty members to review prior to your interview. It is important that this file is in great shape. You should go out of your way to impress the committee, as they are the ones writing your committee letter. Please review the [Applying to Programs](#) page on the HPAC website.

Committee interviews are offered to those who plan on applying this admission cycle (to begin school in Fall 2025). Before your interview can be scheduled with the committee, the following items must be submitted to the HPAC.

- 1) A completed [Interview Application Form](#) due **Friday, Dec. 6, 2024**. Upload to [the Box.com folder](#).
- 2) By **Friday, April 4, 2025**, the following items need to be submitted to HPAC:
 - a. A copy of your Skidmore transcript (can be unofficial), and transcripts from any other schools you have attended.
 - b. A CV which includes your education, GPA, post-secondary honors/awards, clinical experience, research experience, leadership experience, job shadowing, extracurricular activities, community service, part-time and full-time employment.
 - c. A personal statement.
 - d. A completed [competencies and experiences worksheet](#) that outlines relevant experiences.
- 3) By **Friday April 18, 2025** your recommenders [professors, health professionals, and others that know you in a professional setting (coaches, supervisors, mentors, etc.)] should submit their letters of recommendation to Ellen Grandy (egrandy@skidmore.edu). You need at least three recommendation letters from professors and health professionals. Please be sure to review the [Recommendation Letter Guidelines for Med/Dental/Vet Students](#) and share the [HPAC Letter of Recommendation Cover Sheet](#) with recommenders.

Summary:

The [Interview Application Form](#) is **due Friday, Dec. 6, 2024**.

Your application materials are **due on Friday, April 4, 2025**.

Your letters of recommendation are **due on Friday, April 18, 2025**.

HPAC Interview Dates: **May 2 and 12**

All assignments/forms can be found on the HPAC website: www.skidmore.edu/hpac/forms.php.

Students/Alumni who miss the final deadline (**Friday April 4, 2025**) will be denied the HPAC interview process and from receiving a Skidmore committee letter that year. To meet the final deadline, we strongly encourage you to follow the timeline provided. **If you need accommodations for the submission date due to religious or spiritual observances, we are happy to accommodate. If you would like an accommodation**, contact Dr. Sheppard (ksheppar@skidmore.edu) and Ellen Grandy (egrandy@skidmore.edu) **by March 28th** to arrange an extension.

Please meet all of these deadlines – it is in your best interest to do so.

Timeline Details and Deadlines

Fall Semester:

- Work on your [competencies and experiences worksheet](#). This worksheet outlines the types of competencies that health professions schools are looking for in their students. Filling out this form as thoroughly as possible will not only help you reflect on your file; it will also help the faculty on HPAC write the best and strongest letter for you.
- Decide who you are going to ask to write letters of recommendation on your behalf. You may ask people at this time, but it is probably best to wait to give them the letter of recommendation form in February.

By Friday, Dec. 6:

- Submit your [application for the committee interview](#) to Ellen Grandy by [uploading to Box](#). Once the application is received, we will create a folder on Skidmore Box where you can submit your documents and receive feedback. The link to access this folder will be provided over email.
- Please submit your [transcript](#) as fall grades become available to your Box folder.

Winter Break

- Write first drafts of your CV and personal statement. Upload to Box folder.
 - Writing prompts from the prior application cycle can be found in the applicant guides from AMCAS, AACOMAS, AADSAS, or VMCAS. Please include the prompt in the top of your document, along with your name
 - If you are applying to MD-PhD programs, there are two additional essays you will need to complete. The first essay asks your reasons for pursuing the combined degree and is relatively short. The second essay asks you to describe your research activities and is about three pages long.
 - You are welcome to make an appointment with Rachel Chase at the Career Development Center to discuss your personal statement outline or drafts, and resume/CV. Schedule in Handshake or email rchase@skidmore.edu.
- Continue to work on your [competencies and experiences worksheet](#).

February:

- Request your letters of recommendation. Provide the HPAC letter of recommendation cover sheet to all letter writers. Letters need to be on letterhead and include a signature, and they should be sent directly from your letter writer to Ellen Grandy at egrandy@skidmore.edu.
- Make an appointment with your HPAC advisor to review your competencies worksheet.
 - Integrate feedback and finalize document.
- Write the next drafts of your personal statement and CV/resume. Schedule a meeting with Rachel Chase in the Career Development Center via handshake or email rchase@skidmore.edu. While you are encouraged to make an appointment at any time this month, February 11, 13, 18 and 19 and 27 have additional appointment blocks reserved for the pre-health community.

March:

- Have your HPAC advisor review your personal statement and CV/resume.
- Finalize personal statement and CV/resume.
- MD/DO Only – Begin writing secondary essays based on themes identified from [last year's prompts](#).

Early April into May:

- **By Friday April 4:** Submit final versions of resume, competencies & experiences worksheet, and personal statement to Box folder.
- Confirm with Ellen Grandy that your letters of recommendation have arrived. If not, follow-up with your letter writers to remind them of the deadline. Letters of recommendation **due on Friday, April 18, 2025**
- Prepare for the HPAC interview. **May 2 and 12: HPAC Interview Dates**
- MD/DO Only – Continue writing secondary essays based on themes identified from [last year's prompts](#).

Please meet all of these deadlines – it is in your best interest to do so.