

2020-2021 HPAC Timeline for Spring 2021 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 HPAC faculty, as they are the ones writing your committee letter.

Committee interviews are offered to those who plan on applying this admission cycle (to begin school in Fall 2022). 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. 4, 2020.**
- 2) A copy of your Skidmore transcript (can be unofficial), and transcripts from any other schools you have attended.
- 3) 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.
- 4) A personal statement.
- 5) A competencies and experiences worksheet that outlines relevant experiences.
- 6) 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.

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

IMPORTANT NOTES:

- Students who miss the final deadline (**Friday April 9th 2021**) 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 below.
- It is required that students have their CV and personal statement critiqued by Shannon Rodriguez in the Career Development Center prior to submission.
- It is required that students have their competency worksheet reviewed by Shannon Rodriguez and their HPAC Advisor prior to submission.

DEADLINES

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

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 - it will help us know your file in greater depth.
- 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. 4, 2020:

- Submit your application for the committee interview to Tracy Broderson at tbroders@skidmore.edu. 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 :

- Watch the prerecorded webinar on writing a personal statement, offered through Robertson Premedical Consulting at: <https://bit.ly/2Z0FWIa>
- Write first drafts of your CV and personal statement and upload to your Box folder.
 - Please use the writing prompts from the 2021 application cycle that can be found in the applicant guides from [AMCAS](#), [AACOMAS](#), [AADSAS](#), or [VMCAS](#) and include in the top of your document, along with your name. Please note any *character* limits.
 - 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.
- Schedule an appointment with Shannon Rodriguez. Appointments will be available between **Jan. 4-Jan 29**. A link to schedule an appointment will be sent out over e-mail.
- Continue to work on your competencies and experiences worksheet.

February 2021:

- Request your letters of recommendation. Give 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 Tracy Broderson at tbroders@skidmore.edu.
- Make an appointment with your HPAC advisor to review your competencies worksheet. Integrate feedback and finalize document.
- Write second draft of your personal statement and resume.
- Schedule an appointment with Shannon Rodriguez. Appointments will be available between **Feb. 22- March 12**. A link to schedule an appointment will be sent out over e-mail.

March 2021:

- Write third draft of your personal statement and have it critiqued by one of the following: The Writing Center, HPAC Advisor, or Industry Expert (i.e. a physician/veterinarian/dentist). Integrate feedback and finalize documents.

Early April:

- Submit final versions of resume, competencies & experiences worksheet, and personal statement to Box folder.
- Confirm with Tracy Broderson that your letters of recommendation have arrived. If not, follow-up with your letter writers to remind them of the deadline.
- Prepare for HPAC interview.

Friday, April 9, 2021: FINAL DEADLINE

May 7, 17, 20: HPAC interviews