

Virginia Tech Carilion School of Medicine (VTCSOM)

Statement: Admissions Process

Subject: Admissions

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Minimum criteria to be considered for interview at VTCSOM will include the following: (1) completion of the AMCAS formal application process with behavioral evidence of strong interest in medicine, (2) receipt of a completed VTCSOM secondary application, (3) receipt of three letters of recommendation.

Phase I of the Application Process: AMCAS Application

The VTCSOM application process mirrors its mission: seeking to enhance the scope of physician graduates with emphasis on the development of future thought leaders grounded in inquiry, research, and discovery. Accordingly, the application process will include both the AMCAS application and a follow-up secondary application looking for behavioral demonstration of these traits.

Phase II of the Application Process: Secondary Application

Following the receipt and verification of the AMCAS application and supportive data, each applicant who meets the minimum criteria for interview (described in the next paragraph) will be sent a secondary application which will require a \$70 non-refundable application fee. This second phase of the application process will utilize essay questions designed to explore the candidate's prior experience in self-directed learning, independent study, research, inquiry, and leadership activities. In particular, the candidate will be encouraged to describe how any of these activities may enhance their contributions to society during a career in healthcare delivery. The secondary application will also offer candidates an opportunity to discuss their identity with any under-represented group as they seek admission to medical school.

The decision to send secondary materials to an applicant will reflect our interest in learners who will likely achieve academic success in the rigorous academic setting of medical school, while experiencing further growth in other important aspects of professionalism. Accordingly, the secondary application will seek behavioral evidence of honesty, integrity, trust, service to others with emphasis on prior activities of inquiry, research, and leadership. Before submitting an AMCAS application to VTCSOM, we strongly encourage reviewing our website Class Statistics page (http://medicine.vtc.vt.edu/admissions/class_statistics/) and review the class mean GPA, mean MCAT scores, and MCAT range to have a better idea of the typical qualifications of the students accepted. The School of Medicine receives over 4000 AMCAS applications each year for 42 class seats. Candidates need a current MCAT with a combined score of 503 or above to be considered for a secondary application invitation.

VTCSOM encourages a minimum of three letters of recommendation, including one from a science faculty, teacher, or mentor with significant contact with the student. Students may decide the source of the other two letters. Other suggested references include research PIs or mentors, and medical

professionals who have observed the applicant's interaction with patients. Applicants are encouraged to provide their letters electronically via the AMCAS Letters service.

Phase III of the Application Process: Interviewing:

Interviews take place on the VTCSOM campus. The interview day is intended to be a bi-directional educational experience. In addition to the direct interviews, interviewees will meet with deans and members of the faculty, attend presentations of the curriculum, tour the community and medical school, and share lunch with faculty and/or students.

The format for the interview process is the Multiple-Mini-Interview (MMI). The MMI scenario interviewers are not members of the Admissions Committee, but include basic science and clinical faculty as well as members of the Roanoke professional community. They will be blinded as to information in the interviewee's application. Interviews are horizontally framed, i.e., each interviewer will pose a scenario question to each interviewee related to competency-related constructs (such as "Professionalism/ Teamwork/ Ethical and Moral Judgement"). Interviewees rotate through nine scenario "stations" so that all nine interviewers have an opportunity to assess all interviewees within the context of their respective scenario being discussed. This allows interviewers to rank interviewees using predetermined evaluation criteria based on qualities that reflect the interviewee's desire to develop into excellent clinicians and innovators in the biomedical sciences and public health. A member of the Admissions Committee will also conduct an individual eighteen-minute traditional interview with each applicant.

The interview process will refine the interviewee pool to individuals who have compiled excellent undergraduate records with clear evidence of leadership and scholarship, and motivation for a career in medicine.

Phase IV of the Application Process: Acceptance Process

The Admissions Committee will meet regularly through the interview season. The full committee is organized in to two subcommittees. All application materials (AMCAS application, letters of recommendation, secondary application, and the MMI interview score sheet) will be made available to individual committee members who will then present candidate records for consideration to one of the subcommittees of the full committee.

After discussion of the quantitative and non-academic personal/professional attributes of each candidate, the subcommittee members vote their level of confidence in each candidate. The results of those confidence votes become one of the categories of information (along with letters of recommendation, MCAT scores, GPA, graduate degrees, research experience, medical volunteer experience, campus/community volunteer experience, teamwork and leadership, and MMI scores) considered when the full committee members vote to offer acceptances. For the 2016-17 admissions cycle, the full committee voted on four occasions to offer medical school acceptances.

Once notified of an acceptance, acceptees have two weeks to notify the Admissions Office of their decision. If an applicant accepts the offer of admission, a refundable deposit of \$100 will be required at that time. Additionally, each accepted applicant will be advised that matriculation to VTCSOM will be dependent upon: (a) satisfactory criminal background check, (b) satisfactory completion of a prescribed drug screen, (c) satisfactory completion of their bachelor's degree program and required pre-medical coursework, (d) understanding of and agreement to abide by the VTCSOM Standards of Ethical and

Professional Conduct Policy, (e) ability to comply with VTCSOM's Technical Standards, and (f) completion of the VTCSOM medical history and physical examination forms.

Deferral of Acceptance

Personal, family, or medical circumstances might prompt accepted applicants to request a deferral of matriculation to medical school for one year. Requests for deferral must meet the medical school's standards for granting the request. Deferrals have been granted for medical, health, employment commitment, and educational experience reasons.

Deferral requests made in writing will be reviewed by the associate dean for admissions to determine if the request meets the school's criteria. If a deferral is granted, the applicant must comply with the medical school's requirements for reapplication in the next admissions cycle.

If a request for deferral is denied, the applicant may appeal the decision by submitting a written request to the dean of the medical school within ten working days of the notification. The dean's decision is final.