How to Apply
to Health Professional School

For Chiropractic, Occupational Therapy, Pharmacy, Physical Therapy, and Physician Assistant applicants

OFFICE OF HEALTH PROFESSIONS ADVISING
THE UNIVERSITY OF NORTH TEXAS
Application Tips

- Filling out the application takes time, DO NOT rush!
- Primary Application > *Secondary Application* > Interview
- Email is the primary mode of communication between you and the schools.
- Reference the AAMC’s Core Competencies for Entering Medical Students, [https://www.aamc.org/services/admissions-lifecycle/competencies-entering-medical-students](https://www.aamc.org/services/admissions-lifecycle/competencies-entering-medical-students)
- Activities should be from post-secondary experiences
- Review each application’s instruction manual for details about how to enter information accurately
- Transcripts are the #1 reason for delays in application processing
- Honesty is the best policy
- Proofread!
Chiropractic

- No centralized application service at this time – apply to each school directly!
- Completion of a bachelor’s degree is not always necessary for admission to chiropractic school, but may be a requirement for state licensure
- Opens for submission: late July 2022
- Fees: $150 primary application fee for the first school and $65 for each additional school, some schools have additional application fees
- Essays: personal statement (7500 characters)
- Experience types:
  - Employment, extracurricular, healthcare, internships and clinical (observation) experience, research, teaching, volunteer, leadership
  - Enter only current/in-progress experiences, not future experiences
- Transcripts can be sent electronically or through the mail. If having them sent through the mail, a separate “Transcript ID Form” is generated for each post-secondary institution entered in the application, and that form MUST accompany your transcript as it is sent to OTCAS.
- Coursework/grades:
  - Science GPA includes biology, biochemistry, chemistry, and physics
  - “Record full credit values and grades for all repeated courses. OTCAS is required to include all repeated courses in GPA calculations, regardless of an institution's or state's academic forgiveness policies.”
- Fee Waiver Program:
  - Beginning at the start of the cycle, a limited number of fee waivers are provided to qualified applicants on a first-come, first-served basis. Each fee waiver covers only the initial application fee, so if you wish to apply to additional programs, you are responsible for the remaining balance. If you received a fee waiver during a previous cycle, you may still apply for another in the next cycle.
  - https://help.liaisonedu.com/OTCAS_Application_Help_Center/Starting_Your_OTCAS_Application/Getting_STARTED_with_Your_OTCAS_Application/03_Application_Fees
- OTCAS instruction manual: https://help.liaisonedu.com/OTCAS_Application_Help_Center
▪ Opens for submission: July 14, 2022

▪ Fees: $175 primary application fee for the first school and $55 for each additional school, most schools have additional application fees

▪ Essays: personal statement (4500 characters)

▪ Transcripts can be sent electronically or through the mail. If having them sent through the mail, a separate “Transcript Matching Form” is generated for each post-secondary institution entered in the application, and that form MUST accompany your transcript as it is sent to PharmCAS.

▪ Experience types:
  ▪ Pharmacy experience, healthcare experience (outside of pharmacy), employment, extracurricular activities
  ▪ Enter only current/in-progress experiences, not future experiences

▪ Coursework/grades:
  ▪ Science GPA includes biology, biochemistry, and chemistry
  ▪ “Repeated courses are included in your GPA calculation regardless of a school or state’s academic forgiveness policy.”

▪ The PharmCAS Fee Assistance Program is available on a first-come, first-serve basis and will cover the application fee of one school. Do not submit your PharmCAS application until PharmCAS approves or denies your fee waiver request. https://www.pharmcas.org/application-instructions/fees-and-fee-waivers

▪ Source: https://www.pharmcas.org/application-instructions
PTCAS
Physical Therapy Programs

- Opens for submission: June 15, 2022
- Fees: $155 primary application fee for the first school and $60 for each additional school, some schools have additional application fees
- Essays: personal statement (4500 characters)
- Experiences:
  - Check your application dashboard for specific program requirements. Not all programs require signed forms for PT observation hours, but PTCAS WILL NOT determine if you have met that requirement; it is up to you to ensure you meet requirements and submit appropriate documentation.
  - Only enter current or in-progress experiences, not future experiences
- Transcripts can be sent electronically or through the mail. If having them sent through the mail, a separate “Transcript Request Form” is generated for each post-secondary institution entered in the application, and that form MUST accompany your transcript as it is sent to PTCAS.
- Coursework/grades:
  - Science GPA includes anatomy & physiology, biology, chemistry, and physics
  - Combined science and math GPA includes the courses listed above plus math
  - “Repeated courses are included in GPAs, even if they are later repeated for a higher grade or excluded from the GPA on the transcript. ”
- The PTCAS Fee Assistance Program is available on a first-come, first-serve basis and will cover the application fee of one school. Do not submit your PTCAS application until PTCAS approves or denies your fee waiver request. [Link]
- Source: [Link], [Link]
CASPA
Physician Assistant Programs

- Opens for submission: April 28, 2022
- Fees: $179 primary application fee for the first school and $56 for each additional school, some schools have additional application fees
- Essays: personal statement (5000 characters)
- Transcripts can be sent electronically or through the mail. If having them sent through the mail, a separate “Transcript ID Form” is generated for each post-secondary institution entered in the application, and that form MUST accompany your transcript as it is sent to CASPA.
- Experience types:
  - Non-healthcare employment, research, volunteer (non-clinical), patient care experiences (directly responsible for patient care), healthcare experience (not directly responsible for patient care), shadowing, leadership experience, extracurricular activities, teaching experience
  - Enter only current/in-progress experiences, not future experiences
- Coursework/grades:
  - Science GPA includes biology, biochemistry, chemistry, and physics
  - “CASPA is required to include all repeated courses in GPA calculations, regardless of an institution's or state's academic forgiveness policies.”
- The CASPA Fee Assistance Program is available on a first-come, first-serve basis and will cover the application fee of one school. Do not submit your CASPA application until CASPA approves or denies your fee waiver request. [https://help.liaisonedu.com/CASPA_Applicant_Help_Center/Starting_Your_CASPA_Application/Getting_Started_with_Your_CASPA_Application/3_CASPA_Application_Fees](https://help.liaisonedu.com/CASPA_Applicant_Help_Center/Starting_Your_CASPA_Application/Getting_Started_with_Your_CASPA_Application/3_CASPA_Application_Fees)
- Source: [https://help.liaisonedu.com/CASPA_Applicant_Help_Center](https://help.liaisonedu.com/CASPA_Applicant_Help_Center)
Experiences

- Experiences should be grounded in the AAMC’s Core Competencies for Entering Medical Students

- DO NOT write a bullet point list of duties for each experiences/activities entry, instead think of these as mini essays where you reflect on what you have learned

- Limit to post-secondary experiences

- List the contact information for the person who can verify you did the work

- Should not be limited to only science and health-related experiences, demonstrate a well-rounded application!
Personal Statement

▪ This is an opportunity for you to communicate who you are and why you are drawn to your chosen health profession

▪ Discuss your journey to this profession, what you have done to ensure this is the right path for you, and what you have learned from these experiences

▪ Be honest, clear, and concise

▪ Use concrete examples to support your ideas

▪ Get feedback from others, but ultimately the statement should be YOUR essay

▪ This should NOT be an autobiography or expanded resume (that’s what the application is for!)
When to Submit the Application

▪ Apply ONLY when you are ready to submit your strongest application
▪ Apply early
▪ DO NOT wait on letters of recommendation and test scores to submit your application. Your application(s) can be processed without them!
▪ Send updates only when there is significant or documented information to share (final grades posted, award received, etc.)
▪ Follow guidelines set by schools for submitting secondaries on time
Letters of Recommendation

- Application services (OTCAS, PHARMCAS, PTCAS, CASPA) each have their own secure letter service.

- When filling out this section of the application, list the name and contact information for the person writing a letter on your behalf. The application service will automatically send them an email that contains a link for them to upload their letter directly to your application.

- Use the application service’s applicant portal to check on the status of a letter.
Interview Tips

- Dress Appropriately \(^V,^IP\)
  - Comfortable = Confidence \(^\#\)NoFidgeting

- Anything you submitted is fair game \(^V,^IP\)
  - Review, don’t regurgitate \(^\#\)NoLeftovers

- Get there early \(^IP\)
  - Parking! \(^\#\)NoBadFirstImpression

- Be sure to check your set-up \(^V\)
  - Can you hear me? \(^\#\)NoElsa

- Have questions prepared \(^V,^IP\)
  - Review the schools website \(^\#\)NoSurfaceLevel

\([\text{Virtual (V) or In-Person (IP)}]\)
Contact us!

HealthCareers@unt.edu

Or make an individual appointment to speak with an advisor!