AMCAS 2015 Application Tips

The 2015 AMCAS Application becomes available on May 1, 2014 – start filling it out early! Please keep in mind the following when completing your AMCAS application.

- **DO** begin filling out your AMCAS application in May.
- **DO** take advantage of rolling admissions by submitting your AMCAS in **June**.
- **DO** review the [AMCAS Application Instructions](#) and/or [AMCAS Quick Start Guide](#) to ensure you understand the appropriate way to enter information in each section of the application.
- **DO** have your official NU transcript sent to AMCAS through the [NU Registrar’s Office](#) before submitting AMCAS. Attach the Transcript Request Form from AMCAS when requesting your transcripts, as well as complete the required processes/forms from the NU Registrar.
- **DON’T** have your NU transcript sent until spring quarter grades are on it (usually the Tuesday after finals), if you want those spring quarter grades in your application. If you aren’t using spring grades, you can send in transcripts in May.
- **DON’T** convert your NU hours to semester hours when entering your coursework into your AMCAS application. Coursework should be entered exactly as it appears on your transcript.
- **DO** review the [How to Enter Study Abroad coursework tutorial](#) if you have studied abroad.
- **DO** review the [UAAC’s website instructions for entering your Recommendation Letter packet information](#) into AMCAS Application Section 6.
- **DO** remember to assign your NU Recommendation Letter packet to all the med schools to which you apply.
- **DON’T** worry if your letter packet is not complete at the time you are submitting your AMCAS application. The AMCAS verification process is independent of AMCAS receiving applicants’ letter packets. Letter packets should be complete when you are receiving most of your secondary applications from schools.
- **DO** remember to [request that UAAC uploads your letter packet to AMCAS](#) when it is complete.
- **DO** type your personal statement directly into the text field in your AMCAS application, or copy/paste from a text-only program like Notepad. Pasting directly from Microsoft Word will create formatting errors on your application, which will not be apparent before submitting the application.
- **DO** proofread your application multiple times prior to submitting! Additionally, you should also save (or print) a copy of your application for your records before submitting.
- **DO** check your e-mail spam/junk filters to ensure that you can receive AMCAS notifications. You should only be providing AMCAS and medical schools with appropriate/professional sounding email addresses.
- **DO** indicate “Yes” in Section 2 “Advisor Release” if you wish to release information about your application to NU. This allows the UAAC to better understand where our students are being accepted.
- **DO** remember to [recertify and resubmit your application](#) if you choose to make any of the allowed updates/corrections to your AMCAS application (contact information, MCAT date, add letter of rec or add additional medical school).
AACOMAS Application Tips

The AACOMAS application has several notable differences from the AMCAS application. Please; remember to consider the following as you are completing your application:

☐ **DO** have your official transcripts sent to AACOMAS through the [NU Registrar’s Office](#) _Spring quarter grades need to be included_ on your AACOMAS application, as well as on your transcripts. Be sure to have your transcripts sent after spring grades have been posted.

☐ **DO** convert your NU credit hours to semester hours. 1 NU credit = 2.7 semester hours.

☐ **DO** request to have your MCAT score sent to AACOMAS. Information on this process can be found via the [AAMC MCAT score information website](#).

☐ **DO** use the e-mail message system within AACOMAS to provide links to course descriptions (for any courses classified as “science” but that may not be in the bio, chem or physics depts.)

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TMDSAS Application

The TMDSAS application has several notable differences from the AMCAS application. Please review the instructions thoroughly; remember to consider the following as you are completing your application:

☐ **DO** have your official transcripts sent to TMDSAS through the [NU Registrar’s Office](#) in May and try to submit your application within May-early June. TMDSAS allows you to send updated transcripts after submission so you can submit Spring quarter grades after you apply. **Do not have any transcripts delivered to TMDSAS until you have completed the [Colleges Attended] section of your application.**

☐ **DO** convert your NU course credit units to quarter hours. 1 NU credit = 4 quarter hours.

☐ **DO** complete the 2 "optional" essays in TMDSAS (they are not really optional if you want your application to be considered seriously).

☐ **DO** indicate in the Letters of Evaluation section that an HP Committee/Packet will be sent from Northwestern University.

☐ **DON’T** list the individual letters writers within the packet; TMDSAS will mistakenly think that they should be receiving those letters separately.

☐ **DO** review the **course requirements section**, Texas schools require 2 years of Biology coursework. TX-Galveston does not accept any freshmen seminar coursework outside of the English department.

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**RESOURCES**

- **NU Registrar: Official Transcript Information**
- **UAAC: Recommendation File Service Information**
- **AAMC: Fee Assistance Program**
- **AACOMAS: General Information**
- **AACOMAS: Application Instructions are not updated yet; we’ll send link in Weekly Update**
- **AMCAS: How to Apply**
- **AMCAS: 2015 Application Instruction Manual**
- **AMCAS: Application FAQ**
- **TMDSAS: General Information**
- **TMDSAS: Application Instructions**
- **TMDSAS: FAQ**