



STONEHILL COLLEGE

Pre-Health Professions Advisory Committee

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www.stonehill.edu/offices-services/pre-health-advising

TO: Medical, Dental, Optometry, and Podiatric school applicants

FROM: Andrew Leahy, Pre-Health Professions Advisor, Director of Career Development
Kruse Center, Cushing-Martin Hall, x1325, aleahy@stonehill.edu

Craig Kelley, Chair, Pre-Health Professions Advisory Committee, and
Associate Provost for Academic Achievement
Provost's Office Suite, Duffy 134, x1840, ckelley@stonehill.edu

RE: Establishing a Pre-Health Professions Advisory Committee File for a Letter of Evaluation

Medical, dental, and some optometry and podiatric schools either require or prefer a single committee letter of evaluation be submitted on behalf of applicants rather than multiple letters of recommendation. Stonehill's Pre-Health Professions Advisory Committee will construct this letter. It is comprised of comments from the evaluations submitted by those who you have asked to write on your behalf as well as those of the members of the Committee. Chiropractic, veterinary, and some optometry and podiatry school applicants do not need a composite letter of evaluation but may participate in this process if a school they are applying to decides to accept the committee letter. The members of the Committee are:

- Nicole Cyr, Ph.D. | *Associate Professor of Biology & Neuroscience, Neuroscience Program Director*
- Denise Geggatt, M.Ed. | *Career Advisor, Career Development Center*
- Magdalena James-Pederson, Ph.D. | *Associate Professor of Biology*
- Craig Kelley, Ph.D. | *Associate Provost of Academic Achievement & Pre-Health Professions Advisor*
- Andrew Leahy, M.Ed. | *Director of the Career Development Center & Pre-Health Professions Advisor*
- Katherine Lloyd | *Residence Director*
- Brittany Lorgeree, M.Ed. | *Campus Minister for Community Engagement*
- Alejandro Martinez | *Residence Director*
- Kevin Piskadlo, Ph.D. | *Associate Vice President of Student Affairs & Dean of Students*
- Lillian Reuman, Ph.D. | *Assistant Professor of Psychology*
- Tracy Rosebrock, Ph.D. | *Assistant Professor of Biology*

Several members of the Committee will interview each applicant who seeks a committee letter of evaluation. Immediately following the interview, the members of the Committee will provide the applicant with their assessment of his/her interviewing skills, motivation, preparedness, and perspective of the chosen career. In addition to the Committee's assessment of the applicant, the committee letter of evaluation will include comments solicited by the applicant from science and non-science faculty, work, internship, volunteer and research supervisors, coaches, and others.

All components of your application should be submitted by May 31st. This timeline will set you up to be able to interview with the Committee in June so you can submit your complete application in July or early August. Every effort is made for Committee interviews to take place one to two weeks after a file is marked as complete. Then, the letter is drafted, edited, proofed, and uploaded to a candidate's file. This typically takes one to two weeks after the interview. As such, you can expect your committee letter to be uploaded to your application three to four weeks after your file is marked complete by Andrew. Certainly, you may complete your file sooner than May 31st. Strategically speaking, the best time to submit an application is in July. Please note, though, that some optometry programs may have different deadlines.

YOUR OFFICIAL APPLICANT FILE | Due May 31st

All pre-health applicants will have a file maintained by Andrew and you must submit materials to him. When your file is complete, he will invite you to interview with the Pre-Health Professions Advisory Committee. **All of these forms can be found on the Resources channel on Handshake for you to download and complete at your convenience.** Your Handshake profile remains active after graduation. Call the Career Development Center at 508-565-1325 with any trouble accessing it. Your file is considered complete when the following items have been received:

1. Permission to Release Education Information Form
2. Letter of Evaluation Waiver Form for Centralized Application Services (e.g., AACOMAS, AADSAS, AMCAS)
3. Academic Dishonesty Form*
4. Disciplinary Standing Form*
5. An official or unofficial transcript from Stonehill**
6. Official or unofficial transcripts from any other educational institution that you attended**
7. MCAT/DAT & GPA Information Sheet***
8. An up-to-date resume which has been reviewed by an Advisor in the Career Development Center
9. Personal Statement
 - An approximately one page, single-spaced, 12-point font statement on why you want to be a clinician
 - **Include your name at the top and “Personal Statement” underneath it for processing**
10. Statement of Interests
 - A half page, single-spaced, 12-point font statement that relates your interests, talents, hobbies, etc. – be sure to address what you are passionate about (it can be anything; it may but certainly does not have to relate to medicine or science)
 - **Include your name at the top and “Statement of Interests” underneath it for processing**
11. Statement of Individuality
 - A half page, single-spaced, 12-point font statement that conveys something unique about you as an individual that you would like the admissions committee to know.
 - **Include your name at the top and “Statement of Individuality” underneath it for processing**
12. PDF file of your completed application or a completed *Applicant Information Form*
13. Evaluations (Please use the electronic evaluation request form found on the alumni page of the Career Development website)
 - Applicants submit an average of 10 evaluations, but we require only seven for your file to be complete:
 - i. at least three (although the more, the better) from *science* faculty (required)
 - ii. at least three (although the more, the better) from *non-science* faculty (required)
 - iii. at least one (although the more, the better) from a *clinical experience* supervisor (required)
 - iv. additional from work, internship, research, and volunteer supervisors, and athletic coaches

*Andrew will have the Academic Dishonesty Form and Disciplinary Standing Form completed for you by the Director of Academic Services and Advising, and the Director of Community Standards, respectively.

** A copy is required in your file for the Committee Interview. You may request this very easily from the Registrar’s website and have it be emailed to Andrew. Remember, it is your responsibility to request that the Registrar at each college/university you have attended (including Stonehill and any international universities) send an official copy of your transcript that contains your final semester’s grades to the appropriate primary application service and/or individual schools to which you are applying, whichever is required for your specific path.

***The Stonehill Registrar’s website has a GPA calculator that you might find useful. Your science GPA should include every science class you have taken. Think, “BCPM,” for biology, chemistry, physics, and mathematics. Conversely, your non-science GPA is every non-BCPM course. Your cumulative GPA will be on your degree audit or transcript and includes every course you have taken at Stonehill.

COMPLETING YOUR LETTER OF EVALUATION WAIVER FORM(S)

When filling out the waiver form for a centralized application service, you may need the information in this table in order to complete the Evaluators section:

Name:	Craig A. Kelley	Evaluation Type:	Electronic
Institution:	Stonehill College	Committee Letter:	Yes
Email:	ckelley@stonehill.edu	Waived	Yes

A GENERAL TIMELINE TO COMPLETE YOUR FILE AND INTERVIEW WITH THE COMMITTEE

Fall

- Attend the Pre-Health Application Information Session
- Update resume with an Advisor in the Career Development Center
- Strategically think of individuals who can provide quality evaluations
- Request recommendations from evaluators (always ask first, and provide them a copy of your resume)
- Create a study plan for the entrance exam; utilize free resources and practice tests to identify strengths and weaknesses and/or purchase a study plan and resources from a vendor; visit the [Entrance Exams & Test Prep page](#) on the Pre-Health Professions Advising website

Spring

- Register for your admissions entrance exam
- Continue seeking evaluations
- Draft your personal statement and review it with Craig Kelley
- Submit materials for your committee file to Andrew Leahy

May

- Finalize all submissions to your committee file and wait on invitation from Andrew Leahy to interview with the Committee
- Deadline for application components is May 31st

Summer

- Interview with the Pre-Health Professions Advisory Committee in June/July
- Complete and submit primary applications in July/August, and complete secondary applications as required/invited

Fall

- Continue to complete and submit secondary applications
- Interview at schools

Spring

- Interview at schools
- Decide and accept

THE GROWTH YEAR(S)

The average age of students entering professional health schools is 25/26, not 22/23. Growth years after graduation can be a very positive and strategic move. It provides you time to pursue additional clinical experience, coursework, and or other opportunities that will strengthen your application. Consider discussing growth year options with Andrew Leahy. There is no downside to one or more growth years, as long as your time is spent being productive.