



Health Professions Advisory Committee

Application Checklist

Before Submission of HPAC Materials (October – January)

- Join [UH Pre-Health Advising Center email listserv](#) to ensure receipt of updates.
- Attend HPAC Orientation, Personal Statement Orientation, and Personal Statement Workshop Overview Session (required to participate in HPAC)
- Review HPAC [eligibility requirements](#), [review process](#), and [instructions](#) online.
- Complete HPAC Exception Request by November 21 if asking for a requirement waiver.
- Download [HPAC materials and instructions](#).
- Download [Adobe Acrobat Reader](#) to complete HPAC forms.
- Request letters of recommendation. Provide each evaluator with [Letter Writer Guidelines form](#).
- Complete HPAC Application Form
 - Use provided [GPA calculator](#) to tabulate overall and science GPA values
- Complete Personal Statement draft. (It should be as close to final draft as possible.)
- Complete Activities & Experiences worksheet
- Submit all four required HPAC materials to prehealth@uh.edu. Materials will be accepted starting January 17; deadline is February 24.
 - Once 150 applicants have submitted their materials, HPAC will close the application acceptance. Late materials will not be accepted.

After Submission of HPAC Materials (March – May)

- Be patient—confirmation of receipt of your materials will be emailed within 2-3 business days.
- Remind your letter-writers to submit their letters as soon as possible. We are not able to evaluate you if we do not have all letter writers listed on your form.
 - There is no formal deadline for letters, but earlier is better (strong preference: March 1).
- Check email regularly for updates on which letters have been received.
- Continue to revise Personal Statement and Activities & Experiences worksheet. Please note that HPAC will not accept updates from original submissions.
- Check email regularly for updates regarding HPAC application materials and evaluation date.
- Once your HPAC file is complete (all materials/letters received), you will be assigned an evaluation date.
 - Evaluations dates are assigned on a rolling basis from mid March to end of May.

After HPAC Evaluation (May – September)

- After your evaluation, you will be contacted with feedback and results from the committee.
- Beginning in May, complete primary applications (TMDSAS, AMCAS, AACOMAS, AADSAS)
 - Select “Yes” to release application information to UH Pre-Health Advising Center.
- Submit primary applications by mid-to-late June.
- Submit HPAC Letter Submission form to prehealth@uh.edu for your letters to be uploaded.