INTRODUCTION

The instructions and timeline on the following pages are intended for GS postbac and undergraduate prevets who plan to apply, with the support of the GS Preveterinary Committee, to veterinary school in 2022 for 2023 admission. We’ve packed a lot of information into just a few pages, with the goal of providing a concise summary of the key milestones and action items. For thorough and more detailed information about all aspects of the application process, see the document “Application Year Guidelines” available on the web site under the tab “Applying to Medical School” (gs.columbia.edu/content/applying-medical-school).

This document consists of two parts. The first section provides a month-by-month timeline and checklist, beginning in Fall 2021, for applying for the EC23 general admission cycle. The second describes the schedule of assurance dates by which the Postbac Program will submit committee letters of support to VMCAS.

The Preveterinary Committee is eager to collaborate with you on the important project of applying to medical school and we look forward to getting to know you better in the course of doing so.
COLUMBIA | POSTBAC PREMED
School of General Studies

TIMELINE AND CHECKLIST
FOR EC23 GENERAL APPLICATION CYCLE

FALL 2021

☐ October 2021
  • Attend one of the required general applicant meetings for students planning to apply in 2022:
    o October 14 at 9 a.m. (in person)
    o October 18 at noon (in person)
    o October 22 at 11:30 a.m. (in person)
    o October 27 at 7 p.m. (online)

JANUARY 2022

☐ January 20
  • Submit your internal application by noon on this date in order to be eligible for a Preveterinary Committee Letter for EC23. Students who do not submit the internal application by this date will not be eligible for a committee letter in this cycle. Materials in this internal application include:
    o web form questionnaire responses,
    o essays,
    o work & activities entries,
    o a draft of your common application personal statement,
    o photograph (head shot), and
    o verification of clinical experience to date.

  The required components of the internal application are described in the document “Essays and Uploads” available at gs.columbia.edu/content/applying-medical-school.

☐ [Postbacs only] Apply for the Certificate in Premedical Sciences through the Student Success Portal.

☐ Begin reading the Medical School Application Year Guidelines available at gs.columbia.edu/content/applying-medical-school.

FEBRUARY 2022

☐ Schedule a portfolio review for some time between February and the first week in June. One week before your portfolio review, you should e-mail your advisor a revised draft of your personal statement.

☐ Order a set of your transcripts to review for accuracy and to use when completing the VMCAS application in May/June (you will need to reorder your Columbia transcript showing your spring grades).

MARCH 2022

☐ Attend a personal statement writing workshop, if you have not already done so.
• Ask faculty of spring courses and year-long courses for recommendations, if appropriate. Letters should be submitted directly to VMCAS through its eLOR system. They do not need to be sent to the GS Premedical Office or uploaded to your portfolio.

• Tell GS prevet advisor anticipated GRE date.

• Attend Application Year Panel.

May 2022

[Postbac only] Attend Postbac Class Day (each postbac finishing study in the spring or summer 2022 is welcome to invite two guests). Tentative 2022 date: May 13.

• Begin to fill out VMCAS application, drawing on an accurate set of transcripts.

• Meet with the Postbac Program’s writing consultant to discuss drafts of your personal statement.

• Meet with your preveterinary advisor to discuss where you plan to apply. Notify your advisor if you are applying to any non-VMCAS schools.

• If you did not do so previously, order a complete set of transcripts after the spring semester. Check them for errors. If there are errors, follow up with the appropriate registrar.

• Have transcripts from all institutions attended sent to VMCAS.

• Have your Columbia transcript sent to VMCAS electronically through Student Services Online (SSOL). Do not have your Columbia transcript sent until spring semester grades have been recorded on it.

June 2022

• June 15
  • Submit VMCAS application and upload a PDF copy to your portfolio.

• June 30
  • Take the GRE by June 30. If you plan to take the GRE after this date, you must submit an extension request by June 30 at noon. By this date at noon, your portfolio in the GS Premedical Office must contain the items listed below. If it is missing any of these items, you must submit an extension request by June 30 at noon.
    o a PDF copy of the common application you submitted to VMCAS.
    o A copy of your GRE registration confirmation (showing the date, time, and address of your GRE exam).
    o Verification of veterinary and animal-related field experiences (at least 120 hours).
**JULY 2022**

- **July 31**
  - Your portfolio must be complete by noon on this date (for those who applied for a deadline extension by June 30).
  - The GRE must be taken by this date (for those who applied for a deadline extension by June 30).

**JULY/AUGUST 2022**

- If a school has a supplemental application separate from VMCAS, it will be sent after your VMCAS application has been verified. Aim to submit secondary applications by the first week of August regardless of the date provided by the veterinary school. (If you receive secondary applications in August, plan to submit them within two weeks.)

**AUGUST 2022**

- **August 15**
  - This is the date by which your committee letter will be uploaded, if you have met the relevant deadlines listed below under “Overview of Committee Letter Eligibility and Assurance Dates.”

**SEPTEMBER 2022**

- **September 1**
  - This is the date by which your committee letter will be uploaded, if you took the GRE by July 31 and your portfolio was complete by July 31 (with approved extensions beyond the June 30 deadline).

**FALL 2022 AND SPRING 2023**

- Postbacs will be automatically enrolled in “maintenance of status,” unless they are enrolled in classes at Columbia during these semesters.

- Please keep the status of your application at each of the schools to which you are applying current on your portfolio status page. If you have invitations for interviews, update the application tracker in Slate and schedule a mock interview with a GS prevet advisor.

- After each interview:
  - Complete the interview feedback form found at the link above.
  - Send thank you notes to your interviewers.

- Keep in touch with your advisor throughout the application year.
OVERVIEW OF COMMITTEE LETTER ELIGIBILITY AND ASSURANCE DATES

The GS Preveterinary Committee provides a committee letter of support for every student who meets eligibility criteria (outlined at gs.columbia.edu/content/medical-school-letters-of-recommendation). In order to receive a committee letter for the EC23 application cycle, students must submit an internal application (components of which are listed on p. 2 of this document) via the Slate portal by January 20, 2022, at noon. Students who submit by this date are eligible for committee support for EC 23. Students who do not submit by this date are not.

A student’s committee letter will be uploaded either by August 15 or by September 1, depending on when the student submits the VMCAS application, takes the GRE, and has a complete portfolio on file with the Premedical Office (see the required elements of a complete portfolio below). The deadlines are shown in the table below.

<table>
<thead>
<tr>
<th>If you meet these deadlines…</th>
<th>Your letter will be uploaded by…</th>
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<tbody>
<tr>
<td>• VMCAS submitted by June 15</td>
<td>August 15</td>
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<tr>
<td>• GRE taken by June 30</td>
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<tr>
<td>• Portfolio complete by June 30</td>
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<tr>
<td>• VMCAS submitted by June 30 with approved extension request</td>
<td>September 1</td>
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<tr>
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<tr>
<td>• Portfolio complete by July 31 with approved extension request</td>
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</tbody>
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If you miss any of these deadlines…

• Submit your internal application by January 20 at noon
• Submit your VMCAS application by June 30 at noon
• Take the GRE by July 31
• Have a complete portfolio by July 31 at noon

…you will not be eligible to receive a letter of committee support for the EC23 cycle.

Notes on the deadlines above:

• Students who intend to submit VMCAS (or other common application) after June 15 must request an extension by noon on that date. A student whose request is approved will be allowed to submit the common application as late as noon on June 30.
• Students who intend to take the GRE after June 30 must submit a request for an extension by noon on that date; their requests must indicate the planned GRE date.
• Students whose portfolio will not be complete by June 30 must submit a request for an extension by noon on that date. This request must include an explanation for the delay and a proposed date by which the outstanding materials will be submitted.
• Requests for an extension to the VMCAS submission deadline, the GRE deadline, or the complete portfolio deadline should be made with the online form on Slate. Students will find the link to this form on their application status page when they log into their portfolios.
A portfolio will be considered incomplete on July 31 at noon if it does not contain all of the following:

- A copy of the VMCAS application that was submitted electronically to VMCAS. The only common application that will be accepted is one that has already been submitted. You must upload a pdf of your common application to your portfolio on the internal application status page by the deadline.
- A screenshot of your GRE registration confirmation (showing the date, time, and address of your GRE exam).
- Verification of pertinent health care experience.