Purpose: The purpose of this policy is to state admissions requirements, policies, and procedures for potential applicants to the School of Osteopathic Medicine and to tie policies to the SOM mission. Technical standards are included.

Policy Statement

1) Description

The University of the Incarnate Word School of Osteopathic Medicine (UIWSOM) implemented a rolling admissions holistic review process. This format reflects the varied ways applicants prepare for and demonstrate a desire to study and practice osteopathic medicine. Using the guiding tenets of the mission of the University of the Incarnate Word (UIW) and the mission of the UIWSOM, admissions criteria were established to recognize those applicants who embrace and thrive in an educational setting focused on health care disparities of the surrounding community.

2) Primary goals

a) Manage the admissions process, using criteria which provide a holistic view of each applicant. These criteria include:
   • Motivation, dedication, and passion for the osteopathic medical profession
   • Commitment to social accountability and alignment with UIW mission
   • Academic achievement and scholarship
   • Life experiences
b) Gather information on each applicant including geographic location, employment, service/volunteerism, MCAT scores, academic grades, trend of undergraduate performance, quality of undergraduate institution, personal achievements, knowledge of medical profession, knowledge of osteopathic medicine, leadership activities, and exposure to ethnic/cultural diversity. These data assist the UIWSOM admissions committee to best predict institutional fit. http://uiw.edu/som/admissions/selectionfactors.html

3) Methods

a) Application Processing and Management - UIWSOM participates in the American Association of Colleges of Osteopathic Medicine Application Service (AACOMAS), the centralized on-line application service for osteopathic medical schools. Zap Solutions – AMP is the admissions platform that helps manage the pre-screening, screening, interview, and committee selection process.

b) Assessment - Methods of assessment include the AACOMAS application, UIWSOM supplemental supplemental application, student interviews, MCAT and SAT scores, recommendation letters, essays, and reported undergraduate/graduate grade point averages.

c) Pre-Screening – A pre-screening rubric consisting of minimum MCAT and GPA guidelines which candidates receive the UIWSOM supplemental application. Other considerations include:

   - Attended Minority Serving and/or Faith-Based Institution
o First generation to attend college
o Fluent in both English and Spanish
o >20 hours per week employment while enrolled in school
o Hometown address

d) Screening - A screening rubric which includes points for cumulative and science GPA, letters of recommendation, essays, legacy ties, exposure and employment in the medical profession, volunteer activities, research, adversity, recognition and awards, along with Spanish fluency is currently in use. Screening consists of two person teams with a third reviewer brought in if score difference of > 10 points exists. Currently, 20 faculty and administrators share the responsibility for screening activities. Appropriate training on the use of the rubric and AMP platform is in place for all first-time screeners. Total screening score is used to determine invitation to interview.

e) Interview Process -- The Multiple Mini Interview (MMI) format is used for candidate interview dates beginning in September and concluding in March. ProfitHR, a spin-off company from McMaster University’s de Groote School of Medicine has been contracted to provide station scenarios. Thus far, 271 faculty, staff, community physicians, UIW main campus personnel, and other external interviewers have participated. The candidate day format consists of three circuits of nine stations run once per interview day. In an effort to continually improve on the quality of the interview day experience, survey responses have been gathered from both student participants and interviewers. The MMI format provides the admissions committee with perspectives from multiple participants. Training for both new and returning interviewers is ongoing. The goal for the 2018 is to interview 750 candidates over 16 interview days.

f) Admissions Committee -- Following each candidate interview day, a 13 person admissions committee (including 9 voting members) meets twice to render admissions decisions on candidates. Results are communicated to candidates within three weeks of interview date.

g) High School Direct Admit Program -- UIWSOM offers a 4+4 Pathway Program (direct admit) for highly motivated and academically prepared high school students demonstrating a strong interest in Osteopathic Medicine and attending UIW. Students are accepted to UIWSOM on a conditional basis and expected to meet the specific requirements during completion of their undergraduate work. Additional information can be found at http://uiw.edu/som/admissions/directadmit.html

4) Guidelines

a) Pre-requisite Coursework Requirement -- Minimum coursework requirements include:

- Completion of no less than 75% of the credits required for a baccalaureate degree from a regionally accredited college or university.
- Biology: minimum of 8 semester hours, including 2 hours of laboratory work. (Applicants will be strongly encouraged to take additional coursework to help facilitate a smoother transition to the medical school environment. These courses may include human anatomy, physiology, biochemistry, genetics, cell biology, neuroscience, microbiology, behavioral science, and immunology.
- General Chemistry: minimum of 8 semester hours, including 2 semester hours of laboratory work.
- Organic Chemistry: minimum of 8 semester hours, including 2 semester hours of laboratory work.
- Physics: minimum of 8 semester hours, including 2 semester hours of laboratory work.
- English: minimum of 6 semester hours of composition and literature.

Six semester hours of Philosophy or other Humanities coursework is strongly recommended.

b) AACOMAS Traffic Guidelines – Admitted students are requested to submit necessary matriculation documents according to the AACOMAS traffic guideline schedule - http://www.aacom.org/become-a-doctor/applying/traffic-guidelines

b) Admissions Cycle -- The admissions cycle coincides with the opening of the AACOMAS portal the first week of May. UIWSOM concludes the cycle on March 15th. Important deadlines can be found at http://uiw.edu/som/admissions/admissionscycle.html
c) **Technical Standards** -- The University of the Incarnate Word School of Osteopathic Medicine (UIWSOM) is committed to training future doctors of osteopathic medicine who are prepared to participate in the continuum of medical training. All candidates therefore must meet the technical standards required for providing diverse activities necessary for patient care, with consideration of the patient and inter-professional health care team member safety, welfare, and well-being.

[http://uiw.edu/som/admissions/minimumtechnicalstandardsuiwsom.html](http://uiw.edu/som/admissions/minimumtechnicalstandardsuiwsom.html)