

BIOGRAPHICAL AND PACKET INFORMATION FOR THE HEALTH PREPROFESSIONAL COMMITTEE

For each area, please explain your activities/employment, being as specific as possible and using a chronological order. Use the outline heading for each topic, and then list each activity as a subheading. Use a short descriptive paragraph format, discussing your involvement in that particular experience.

I. **Organized Activities.** Comment on campus activities, including off-campus activities, varsity athletics, intramural participation, volunteer service activities, etc., giving for each the degree of participation, any office held, the time frame and the average number of hours spent per week or per month in the activity. (For example, August 2016-December 2016, three hours per week). In this section, shadowing experience should also be discussed, including type of professional observed, examples of what was observed, and approximate number of total hours spent observing.

II. **Unorganized Activities.** Comment on hobbies, recreational activities and other uses of your time, giving for each the degree of involvement, the average number of hours spent per week or per month in the activity, and any new skills or interests that have been developed.

III. **Employment.** Comment on jobs held during the school year and give the average number of hours spent per week working. Explain what you have done with your summers and the degree to which employment has been necessary to finance your education, support a family, etc.

IV. **Typical Week.** Currently, what is your typical week like? How many hours per week do you study? Spend with volunteer activities? Employment, etc.? Please summarize this information briefly. Please DO NOT give your daily schedule.

V. **Academic Work.** Discuss honors section, awards, honor societies, scholarships or any other academic honors that you have received. You may also use this section to list special research projects and the time spent doing them, and to explain any peculiarities in your record.

VI. **Career Choice/Personal Statement Essay.** Please comment on when, why and how you decided to become a physician or other health care professional. As best you can, describe your motivation to pursue a career in medicine or other professional field *in depth*. Discuss significant or critical experiences that have impacted your decision. Steer away from a “chronological” format which is less compelling than a “story” format. You may want to write about your personal philosophy and include patient/provider anecdotes. This section should be approximately one page to one and a half pages in length. Use a *block paragraph style* (one space in between paragraphs, do not indent).

VII. **Attach a professional photo of yourself.** If you use a passport photo, please let them know you need to smile! 3 x 6 is recommended.

VIII. **Obtain an official transcript.** Order your transcript from SIUC Office of the Registrar as early as possible. Cost is approximately five dollars.

A “complete” packet will include the following items:

- Three to six requests for evaluation and letters of evaluation (LOE). Three is the minimum, however five to six are recommended. Do not submit more than six.
- Biographical data information.
- Personal statement.
- Proof of a completed full length practice MCAT exam.
- Color photo, 3 x 6 is recommended.
- Official transcripts from ALL colleges attended, even if just one credit hour has been completed.
- List of pre-professional classes.

Partial packets will not be accepted. If a completed packet is not turned into the Health Professions office by February 14, 2018, a committee interview will not be granted to the student until next year’s committee interviews.

Note: Do not staple or double side any of the packet materials. The biographical information will be attached to a grade transcript list of required preprofessional courses, graph of your overall and science GPA, summary of comments, and checklist portions of your evaluations.