

# **Admission Policy**

## **I. Introduction**

The Marshall University Joan C. Edwards School of Medicine is a community-based, Veterans Affairs affiliated medical school dedicated to providing high quality medical education and postgraduate training programs to foster a skilled physician workforce to meet the unique healthcare needs of West Virginia and Central Appalachia. The School of Medicine will admit applicants who are capable, qualified and motivated to succeed in basic science and clinical studies and who upon graduation possess a high probability of meeting the health care needs of our state and region. Equally important and to add value to our learning environment is the infusion of students from a variety of cultural and ethnic backgrounds to insure that our students are prepared for life and practice in an expanded environment. Therefore, qualified students from groups currently underrepresented in medicine, minority students, females and students from rural or underserved areas are especially encouraged to apply.

## **II. Applicant Requirements**

Marshall selects students from a variety of academic, socioeconomic and personal backgrounds. Although most applicants are science majors, Marshall encourages its applicants to pursue their personal educational interests and abilities. Once the basic sciences requirements are met, Marshall welcomes majors from a variety of academic pursuits. The Admissions Committee considers the quality of the work more important than the field in which it is taken. Recruitment pipeline and outreach programs are in place that will introduce our medical school to qualified students from rural communities, minority students, students from groups currently underrepresented in medicine, and females are especially encouraged to apply.

As a state of West Virginia medical school, Marshall gives preference for interviews to West Virginia residents. In addition, nonresidents who meet the minimum requirements and who have completed pipeline programs identified in the Admissions Procedural document may be offered interview preference. Further, well-qualified applicants from Kentucky, Maryland, Ohio, Pennsylvania and Virginia, and other nonresidents who have strong ties to West Virginia may be considered for interviews. Regardless of their state of residency, applicants are considered only if they are U.S. citizens or have permanent resident visas.

- Entrants should have a bachelor's degree from an accredited college or university Applicants applying from the Marshall University Joan C. Edwards School of Medicine Accelerated BS/MD program are exempt from this requirement, and are considered for admission based on the criteria as set out in the BS/MD policy (<http://jcesom.marshall.edu/students/accelerated-bsmd-program/>).
- Exceptionally well-qualified students may be considered after ninety semester hours of academic work if other requirements are met. Required prerequisites must be completed at an accredited college or university in the U.S. or Canada. Minimum course requirements are:

Required Course	Semester Hours	Competency Level Expected Before Entering Medical School
General biology or zoology (with lab)	8	<p>Demonstrate understanding of the process of scientific inquiry and explain how scientific knowledge is discovered and validated.</p> <p>Explain how organisms sense and control their internal environment and how they respond to external change.</p> <p>Demonstrate an understanding of how the organizing principle of evolution by natural selection explains the diversity of life on earth.</p>
Inorganic chemistry (with lab)	8	Demonstrate knowledge of basic principles of chemistry and some of their applications to the understanding of living systems.
Organic chemistry (with lab)	8	
Biochemistry	3	Demonstrate knowledge of how biomolecules contribute to the structure and function of cells.
Physics (with lab)	8	Demonstrate knowledge of basic physical principles and their applications to the understanding of living systems.
English	6	Demonstrate effective written and oral communication skills along with the ability to critically read and assess information.
Social or behavioral sciences	6	Explain how organisms sense and control their internal environment and how they respond to external change.
<b>Highly Recommended Courses</b>	<b>Semester Hours</b>	
Statistics/Biostatistics or Epidemiology	3	Apply quantitative reasoning and appropriate mathematics to describe or explain phenomena in the natural world.
Cell and Molecular Biology	3	Apply understanding of principles of how molecular and cell assemblies, organs, and organisms develop structure and carry out function.

All required prerequisites must be completed at an accredited college or university in the U.S. or Canada and must be passed with a grade of "C" or better by June 15 of the year of matriculation. The level of these required courses should be equal to courses for those majoring in these respective fields. If Advanced Placement or College Level Examination Program credits are on the college transcript, these may be accepted as a fulfillment of a prerequisite providing that there is evidence of proficiency in the subject: examples of proficiency may be successful completion

of a more advanced course in that field or a strong Medical College Admission Test (MCAT) score.

- All applicants are required to take the MCAT. Provided that they meet the requirements for exclusion, students from the JCESOM Medical Sciences Pathway Program (<http://www.marshall.edu/bms/future-students/medical-sciences-masters-degree/>) or the Accelerated BS/MD program (<http://jcesom.marshall.edu/students/accelerated-bsmd-program/>) will be exempt. The MCAT must be taken within three calendar years of enrollment.
- Applicants must exhibit motivation, commitment to service and should possess the many personal qualities essential for a career in medicine. Applicants are evaluated on the basis of four criteria: scholastic records, MCAT scores, academic references and interviews. Equally important and to add value to our learning environment is the infusion of students, from a variety of cultural, ethnic and diverse life experiences to insure that our students are prepared for life and practice in an expanded environment. Applicants applying from the Marshall University Joan C. Edwards School of Medicine Accelerated BS/MD program are considered for admission based on the criteria as set out in the BS/MD policy.

The School of Medicine encourages qualified members of groups underrepresented in medicine to apply. The Marshall University Joan C. Edwards School of Medicine is committed to the enrollment of a diverse body of talented students who will reflect the characteristics of the state of West Virginia and the surrounding area. A diversity of backgrounds, preparation, and interests is desirable and a legitimate goal of medical education. The School of Medicine believes education of a physician is enhanced by the diversity of the student body and the School has in place policies and procedures in order to insure that diversity.

It is the guiding principle of the School to treat all members of the community with respect, to provide a bias-neutral environment conducive to learning and working, and to ensure equal access to rights, privileges, and opportunities without regard to race, color, gender, sexual orientation, religion, age, disability, pregnancy, national or ethnic origin, political beliefs, or veteran status. The School believes differences should not just be tolerated, but celebrated, and those differences result in added value to the educational process.

### **III. Residency Status**

As a state-assisted medical school, Marshall gives preference to West Virginia residents. Some positions will be available to well-qualified nonresidents from states adjoining West Virginia, nonresidents who have strong ties to West Virginia or to students who are introduced to our school through our out of state recruitment pipeline and outreach programs. Regardless of their state of residency, applicants are considered only if they are U.S. citizens or have permanent resident visas. Applicants for the Accelerated

BS-MD program must be West Virginia residents as defined by Marshall University undergraduate admissions policies at the time of application for admission to the program.

#### **IV. The Admissions Committee**

The Admissions Committee is composed of full-time basic science and clinical faculty, community physicians, four medical students, medical residents, medical school administrators, undergraduate faculty members from the main Marshall University campus and community representatives. The Admissions Committee is an independent body and acts free of external influence. The governance of the Admissions Committee consists of the Chair, Vice Chair and the Executive Committee. The Chair and Vice Chair of the Admissions Committee are appointed by the Dean. The Executive Committee of the Admissions Committee includes the Chair, Vice Chair and all of the, Vice Deans, Assistant and Associate Deans who are serving at that time on the Admissions Committee. The Executive Committee is responsible for prioritizing the selection of nonresident applicants and providing recommendations for membership to the Admissions Committee. The Executive Committee is also responsible to constitute workgroup committees to evaluate and study admissions related issues. For further detail about the Executive Committee roles and function, please refer to Policy titled Admission Executive Committee Policy – Functions, Roles and Responsibilities.

#### **V. Applicant Selection**

The Admissions Committee is committed to a Holistic Review Process in the selection of our applicants. Selection is based on the consensus of the Admissions Committee and the evaluation of the following items:

1. The scholastic accomplishment of the applicant. Scholastic performance in graduate studies and other professional courses is also taken into consideration. The Admissions Committee places emphasis on the academic record and takes into consideration improvement in the student's performance.
2. All applicants are required to take the MCAT. Provided that they meet the requirements for exclusion, students from the JCESOM Medical Sciences Pathway Program (<http://www.marshall.edu/bms/future-students/medical-sciences-masters-degree/>) or the Accelerated BS/MD program (<http://jcesom.marshall.edu/students/accelerated-bsmd-program/>) will be exempt.
3. Letters of evaluation/recommendation. Three written recommendations from professors who have taught the applicant in class are required. Two of these references must be from science faculty and one reference must be from the applicant's major department. The premedical advisor or the premedical advisory committee can also provide evaluations which are based on three or four years

of direct contact with students in the educational environment and represent faculty who have taught the student in class. Additional pertinent references are welcomed but not required.

4. Each resident applicant who meets the minimal standards and selected nonresident applicants will be interviewed by experienced members of the Admissions Committee. The purpose of the interview is to assess motivation, personal characteristics and enthusiasm for medicine. In addition, the applicant has a chance to become acquainted with the Medical campus in a general way, and at the same time provide the Admissions Committee better insight into his/her personal interests and attitudes. Equally important and to add value to our learning environment is the infusion of students from a variety of cultural and ethnic backgrounds to insure our students are prepared for life and practice in an expanded environment.
5. (Section V refers to admissions with the exception of the BS/MD Accelerated Program. Applicants to that program are governed by the selection process as set out in the BS/MD Program Policy (<http://jcesom.marshall.edu/students/accelerated-bsmd-program/>)).

## **VI. The Selection Process**

- The first step in the formal application process is submitting an on-line application with AMCAS, the American Medical College Application Service, which allows students to apply to any participating medical school with only one application and set of transcripts. Transcripts should be sent to AMCAS as directed. Applications for admission are accepted by AMCAS from June 1 to November 1 of the year prior to enrollment. Since Marshall has a rolling admissions process, it is extremely important that applicants submit their application and supplemental materials as quickly as possible to enhance their chances of being accepted.
- A supplemental application will be automatically forwarded to persons filing an AMCAS application who are residents of West Virginia or an adjoining state. Other applicants with ties to West Virginia or to the School of Medicine should contact the Admissions Office for the supplemental application. There is a nonrefundable supplemental application fee of \$75 for West Virginia residents and \$100 for nonresidents. If the applicant has received a fee waiver from AMCAS, there will be no fee for application to Marshall. Supplemental application materials must be submitted no later than December 15 of the year prior to enrollment.
- Interviews are arranged only by invitation from the Admissions Committee. Candidates selected for interviews meet with two members of the Admissions Committee for separate conversations. Following the interview, the application is reviewed by the Admissions Committee. Notification of acceptance is issued as soon as a final decision is made.

6. (Section VI refers to admissions with the exception of the BS/MD Accelerated Program. Applicants to that program are governed by the selection process as set out in the BS/MD Program Policy ( <http://jcesom.marshall.edu/students/accelerated-bsmd-program/> ).

## **VII. Notification of Applicants**

7. Candidates are notified in writing as soon as possible as to their admissions status once a final decision has been made. Candidates are advised if they are placed on the wait list. The candidates on the wait list will not be ranked until after the close of their academic year. Additional grades and the results of a repeat MCAT taken during early spring, if available, can therefore be used in the final ranking. Any individual relinquishing his/her place as an acceptee will be replaced by the next ranking candidate on the wait list. Section VII refers to admissions with the exception of the BS/MD Accelerated Program. Applicants to that program are governed by the selection process as set out in the BS/MD Program Policy ( <http://jcesom.marshall.edu/students/accelerated-bsmd-program/> ).

*The Admissions Policy was reviewed and approved by the Executive Committee of the Admissions Committee on March 8, 2012. The Policy was forwarded to the Admissions Committee, reviewed and approved on March 19, 2012. The Policy was approved by the Faculty on April 4, 2012. The Policy was revised and approved by the Admissions Committee to include newly required course on November 6, 2012. The Policy was reviewed, revised and adopted by the Admissions Committee October 29<sup>th</sup>, 2013. Policy was reviewed, revised and adopted by the Admissions Committee October 21, 2014. Policy was reviewed, revised and adopted by the Admissions Committee May 10, 2016.*