

COM Admissions Requirements

The following admissions requirements will be explained in detail below:

- Letters of Recommendation;
- Prerequisite Coursework and Requirements;
- Bachelor's Degree;
- MCAT; and
- Admissions Process and Requirements.

Letters of Recommendation

CHSU requires two (2) letters of recommendation to be submitted with the applicant's application. Only applicants satisfying this requirement will be considered for admission. The following are the required **letters of recommendation**:

1. One (1) letter from a physician (D.O. or M.D.). It can reflect shadowing, volunteer, or work experience. A letter of recommendations from an osteopathic physician is recommended; AND
2. One (1) academic letter written by a college science professor who has instructed the applicant. The letter should detail the applicant's aptitude in a challenging academic setting.

Note: A pre-med or pre-health profession committee letter that includes items listed above will satisfy the requirements for those items.

Additional Requirements for Letters of Recommendation

Letters from relatives, spouses, family friends, or the applicant's family physician will not be accepted – authors should be as objective as possible.

Letters will only be accepted through AACOMAS or Interfolio. Applicants who wish to utilize Interfolio must have letters sent to AACOMAS. CHSU-COM does not accept paper letters of recommendation, or letters sent directly from the evaluator or applicant via either mail or email. CHSU-COM reserves the right to refuse any letter that is not submitted on professional or college/university letterhead and signed by the evaluator.

Applicants are responsible for submitting applications consistent with these requirements. CHSU-COM is not responsible for receipt or processing of materials that do not conform to these guidelines.

Application packets will only be reviewed by Admissions after all required letters are submitted to AACOMAS.

Prerequisite Coursework Required for Admission

Admission to the College of Osteopathic Medicine requires completion of the undergraduate prerequisite courses identified in the chart below. Applicants may not use the same course to fulfill more than one (1) prerequisite.

When determining whether a course satisfies a prerequisite, the COM looks at a variety of factors including, but not limited to, the course description provided by the education institution where the course was completed.

The number of units listed below for prerequisite requirements is the minimum number of units required in each subject area. Different education institutions use different systems for determining the number of units for similar courses. Generally, each semester unit is equivalent to one-point-five (1.5) quarter units and applicants to the COM must fulfill either the

number of quarter units or semester units stated in the chart. In special circumstances where a course taken does not fit the traditional quarter or semester system, the COM Admissions Staff ("Admissions Staff") may review the course syllabi and course descriptions to ensure the applicant has learned the necessary content for each subject area.

Prerequisite Course	Semester Hours	Quarter Hours
Behavioral Sciences	3	4
Biology	8	12
Inorganic or General Chemistry	8	12
Organic Chemistry	8	12
Physics	8	12
English (e.g., Composition/Literature)	6	9

AP credits are accepted if specified on transcripts.

Additional college courses that are recommended but not required include 300-400 level courses that will enhance a student's knowledge in: Microbiology, Biochemistry, Anatomy, Physiology, Genetics and Immunology.

Prerequisite Coursework Requirements

The following requirements apply to all prerequisite coursework identified in section V.C., above.

1. *Must Be Taken at Accredited College or University*

All prerequisites must be completed at an accredited four-year undergraduate university, four-year undergraduate university extension program or two-year community college located in the United States prior to enrollment in the COM. For international students, please see separate provisions in this policy applicable to international coursework.

2. *Deadline for Prerequisite Completion*

Applicants must complete or plan to complete all prerequisites prior to July 1 preceding enrollment in the COM, unless an exception is approved by the Dean's Office.

3. *Letter Grade of C or Better Required*

Students must earn a minimum grade of at least a "C" or higher to satisfy completion of each prerequisite course. Grades of "C-", pass/no pass, credit/no credit will not be accepted.

4. *Courses Must Be Taken Ten (10) Years or Less Prior to Enrollment*

Generally, all applicants must complete all prerequisite requirements within ten (10) years or less prior to enrollment in the COM. Applicants who have taken prerequisite courses more than ten (10) years prior to enrollment in the COM may be required to repeat that coursework prior to matriculation.

Bachelor's Degree Required

California Health Sciences University College of Osteopathic Medicine requires a bachelor's degree (B.S. or B.A.), or equivalent. Any undergraduate major is considered but a strong science background is essential.

MCAT Examination

To be eligible for admission, all applicants must have an MCAT score of 500 or above, with no MCAT subsection score below the 25th percentile. MCATs must have been taken within the past three (3) full calendar years to satisfy this requirement.

Other Considerations

Proficiency in a language other than English is a skill highly desirable for practicing physicians to allow them to communicate effectively with diverse patient populations. This skill is especially important in addressing the needs of diverse patient populations located in California's Central Valley. Accordingly, an applicant's proficiency in a language other than English, demonstrated by the applicant's native language skills, immersion in a non-English speaking country, or by foreign language course work, is preferred but not required.

Admissions Process and Application Requirements

The following steps comprise the COM's admissions process:

- AACOMAS Primary Application Submission;
- Primary Application Review;
 - Invitation to Complete Supplemental Application;
- Candidate Interview Offer;
 - Interviewers Recommendation;
 - Admissions Committee Post-Interview Discussion;
 - Recommendations to the Dean;
- Dean's Admission Decision.

Each of the above steps in the admissions process are described below.

AACOMAS Primary Application Submission

Applicants must first complete a **primary application** through the centralized online application service, American Association of Colleges of Osteopathic Medicine Application Services ("AACOMAS"), available to all accredited osteopathic medical schools. AACOMAS allows prospective students to complete one (1) application that is verified and subsequently distributed to all osteopathic colleges the applicant has designated. Applicants for admission to the COM are required to submit an application with all of their enclosures through AACOMAS at <https://aacomas.liaisoncas.com/>. Applicants are required to submit all coursework transcripts, MCAT scores, final transcripts verifying all completed coursework, letters of recommendation, personal statement, and an application fee through AACOMAS.

For help with questions related to primary applications, contact AACOMAS Customer Service at 617-612-2889 or aacomasinfo@liaisoncas.com.

Primary Application Review and Invitation to Complete Supplemental Application

Once CHSU-COM has received the applicant's primary application from AACOMAS, the application will be screened by the Office of Admissions Staff ("Admissions Staff") for minimum initial requirements prior to an invitation to complete a supplemental application. These minimum requirements include all of the following:

1. Overall cumulative grade point average (GPA) of 3.0 or higher (on a 4.0 scale).
 - GPA calculations are completed by AACOMAS and will be based upon all courses completed at the time of application.
 - If a student has retaken a course multiple times, all grades received for that course will be accounted for in calculating cumulative GPA.
2. MCAT score of 500 or higher.
 - No score for MCAT sub-sections lower than the 25th percentile.

CHSU Admissions recognizes that some applicants choose to complete post baccalaureate courses or graduate programs to build upon their undergraduate knowledge. During the holistic review, these credits are taken into consideration.

Applications that meet the minimum initial requirements will receive an email containing login instructions and information on how to complete and submit the supplemental application. The supplemental application may include essays and other questions to assess the applicant's knowledge of CHSU-COM's mission and values, as well as topics related to healthcare. The supplemental application process also requires payment of a non-refundable fee. This fee may be waived only for applicants who have been granted an AACOMAS Fee Waiver.

Minimum requirements for receipt of a supplemental application invitation will be published by the COM prior to each admissions application cycle.

Completed Supplemental Applications will be evaluated in a holistic manner by the Admissions Office staff to determine which applicants will be offered an interview.

Candidate Interview Offer and Admissions Committee Recommendation

CHSU College of Osteopathic Medicine admissions process includes an interview. The interview will be completed in-person or remotely, by one or more members of the faculty. Interviewers will not receive any information about the candidate's scores, grades, experiences, or application before the interview. The purpose of the interview is to assess oral communication skills, professionalism and the applicant's potential to become an osteopathic physician. The interview will also assess an applicant's ability to complete the program successfully and advance in the field of Osteopathic Medicine as a contributing member of a patient care team.

If an applicant is offered an interview, the applicant will be provided several interview dates from which to choose. All travel arrangements and connection/technology costs will be the applicant's responsibility.

Interviewers will score the applicant's interview; results will be forwarded to the Admissions Committee. The Admissions Committee will review the entire Admissions file for each applicant and will make recommendations regarding admission of each applicant to the Dean for final decision. These recommendations will be either to: 1) accept; 2) place on a waiting list; or 3) not accept.

Dean's Admission Decisions

The Dean makes all final admission decisions. The Dean will notify in writing those applicants to be accepted to the COM. The Admissions Staff will notify in writing those applicants who have been placed on a waiting list and those who have not been accepted for the current admissions cycle.

The Admissions Staff will maintain a list of highly competitive applicants who may be offered acceptance at a later date. Applicants on the waiting list could be called by the Admissions Staff when a vacancy occurs, up to the last day of COM Orientation for the new academic year.

Student Enrollment Agreement

Students who are accepted into the COM will be presented with a Student Enrollment Agreement. The Student Enrollment Agreement must be completed and submitted to the COM in order to show the applicant's intent to accept the COM's offer of admission and enroll in the program. The Student Enrollment Agreement is a legally binding contract when it is signed by the applicant and accepted by the institution. In signing the Enrollment Agreement, the applicant acknowledges the catalog and student handbook have been made available to read and review.

Seat Deposit

Accepted students are required to pay a seat deposit to secure their seat in the class. Both the Enrollment Agreement and seat deposit must be received before the offer deadline, or the seat will be forfeited. The signed Enrollment Agreement must be received before the seat deposit can be accepted. The deposit will be applied toward the student's first year of tuition.

- Those accepted before January 14 will have 30 days to pay the deposit of \$1250.
- Those accepted between January 15 and May 14 will have 14 days to pay the deposit of \$1250.
- Those accepted after May 14th may be asked for immediate deposit of \$1250.

Students choosing not to attend the COM after paying the seat deposit will receive a partial refund, minus the non-refundable portion of \$250.00.

Right to Cancel

A student has the right to cancel their Enrollment Agreement and obtain a refund of all charges paid through attendance at the first-class session or the seventh day after enrollment, whichever is later, less the non-refundable two hundred fifty dollar (\$250) fee. Students who wish to cancel their enrollment agreement must notify the CHSU-COM Office of Admissions of the cancellation by email or mail. If a student obtains a loan to pay for an educational program, the student may be required to return all, or a portion of, their loan. If the student has received a disbursement as a result of a credit balance on their account, they will be responsible to repay this loan amount plus interest directly to the lending institution.

Verification of Transcripts

After the admission decision is made and prior to the student's matriculation in the D.O. program, the COM Admissions Office will confirm that all final transcripts have been received by CHSU and prerequisite coursework has been completed. All information provided by applicants will be verified. Applicants are expected to be honest regarding the information provided throughout the admissions process. Failure to provide honest responses is grounds for rejection of the application, rescission of an offer of admission or, after matriculation, expulsion from the COM.

Recruiting a Diverse Student Body

In support of CHSU's Mission, Vision, and Values, CHSU-COM strives to enroll a student body that reflects the diversity of the California Central Valley, representing a wide range of life experiences and backgrounds, as set forth in the University's Non-Discrimination Policy. The COM works to attract a diverse pool of qualified applicants through formal and informal recruiting efforts with institutions of higher education and with student associations and organizations which reflect underrepresented groups. The Admissions department supports outreach programs to increase educational opportunities and medical school preparedness to local college and high school students.