



WESTERN UNIVERSITY OF HEALTH SCIENCES DOCTOR OF OPTOMETRY PROGRAM

SECONDARY APPLICATION CHECKLIST

This checklist is provided to assist you in submitting all the required materials. Qualified candidates will be invited for interview on a rolling basis throughout the admissions cycle. Decisions will also be made on a rolling basis. **You cannot be eligible for admission until all required documents have been received. While the final application deadline is May 1, 2018, applicants are encouraged to apply early in the process.**

Check

- _____ **A) SECONDARY APPLICATION FORM WITH ALL QUESTIONS ANSWERED**
- Must be electronically submitted on or before May 1, 2018.
- _____ **B) SECONDARY APPLICATION FEE**
- Non-refundable application fee of \$65.00 must be paid via credit card at the time you submit your online application.
- _____ **C) PREREQUISITE COURSE WORKSHEET**
- Please list all the prerequisite courses you have taken, are currently taking, or plan to take. Your application will not be processed until this form is received.
 - Your completed worksheet should be uploaded to your secondary application right away as this expedites application processing. Please save it as a PDF before uploading.
 - **Prerequisite courses may be in progress during the year prior to matriculation but must be completed by the end of the spring 2018 term. Summer courses just prior to matriculation are not allowed.**
 - All prerequisite courses must be completed with a grade of “C” or better (a grade of “C-“ or below is not acceptable).
 - If your plans change, and you are unable to enroll in course you listed as planned, you must notify us of the replacement course(s) so we can confirm that the new course(s) will meet our requirement.
 - If you do not provide us with the new course information, you risk enrolling in a course that does not meet our requirements which could ultimately affect your admission to our program.
 - **If you learn that you received a grade of “C-“ or below in a prerequisite course, it is your responsibility to notify us right away to discuss how this affects your application/admissions status.**
- _____ **D) AGREEMENT PAGE**
- This page will be submitted electronically during the online secondary application process. You can view content of the agreement on the Apply Now page.
- _____ **E) OFFICIAL OPTOMETRY ADMISSIONS TEST (OAT) SCORE REPORT**
- Make sure to designate Western University of Health Sciences (#10) to receive your test scores from the testing agency.

_____ **F) LETTERS OF RECOMMENDATION (should be submitted through OptomCAS)**

- We require three (3) recommendation letters. It is highly suggested that one letter be from an optometrist and one be from a faculty member or pre-health advisor who is familiar with your academic work.
- Letters should not be from a family member.

_____ **G) RE-APPLICANTS**

- You will need to submit a new OptomCAS application.
- You will need to submit a new secondary application to WesternU.
- If you submitted the three required letters of recommendation in your previous application, you need to submit one new letter of recommendation. The additional letter should provide insight into the activities you have participated in since your last application submission and should be submitted through OptomCAS.
- If you did not submit at least three letters of recommendation in your previous application, you need to provide additional letters to meet our three letter requirement. At least one letter should provide insight into the activities you have participated in since your last application submission. New letters should be submitted through OptomCAS.
- If you have re-taken the OAT since your last application, please request that a new official score report be released to WesternU.

_____ **H) COURSEWORK COMPLETED OUTSIDE THE UNITED STATES**

- Any coursework taken from non-US institutions (excluding Canada) must be submitted to one of the below approved services for evaluation. Further details can be found on our website.
 - World Education Services (212-966-6311)
 - Josef Silny & Associates (305-273-1616)

Please note that it is the applicant's responsibility to review/understand our admissions requirements and ensure that all required materials are received by the appropriate deadlines.

The Admissions Office will email you to acknowledge that your application was received. Once your application has been processed, you will receive an email message from the Admissions Office informing you of your application status.

WESTERN UNIVERSITY OF HEALTH SCIENCES
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