



Western  
University  
OF HEALTH SCIENCES

*The discipline of learning. The art of caring.*

## COLLEGE OF VETERINARY MEDICINE

### RE-APPLICANT SUPPLEMENTAL APPLICATION CHECKLIST FOR APPLICANTS WHO SUBMITTED A 2009 VMCAS APPLICATION

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All materials must be received by Western University in a single application packet with a postmark of OCTOBER 15, 2009 or earlier (Please mail to address below).

Transcripts & test score reports should be submitted in original, sealed envelopes, and may be included in your single application packet.

Applications that are postmarked after the deadline will not be considered and may be returned.

#### MATERIALS TO BE SUBMITTED TO WESTERNU BY OCTOBER 15, 2009 (CONSTITUTES A COMPLETE APPLICATION)

- \_\_\_\_\_ A) **ORIGINAL COMPLETED AND SIGNED APPLICATION FORM**  
Save on your computer, complete, and print. No photocopies please.
- \_\_\_\_\_ B) **SUPPLEMENTAL APPLICATION FEE**  
Check or money order for \$50, payable to Western University (**nonrefundable**).
- \_\_\_\_\_ C) **PERSONAL QUESTIONNAIRE**  
Save on your computer, complete, and print.
- \_\_\_\_\_ D) **CURRICULUM VITAE**  
See sample format.
- \_\_\_\_\_ E) **OFFICIAL MCAT OR GRE SCORE REPORTS/ NOTE REQUESTING PULL FORWARD**  
(COMPLETED WITHIN 5 YRS OF MATRICULATION)  
If you have not retaken the MCAT/GRE since you submitted your scores with the previous years' application, simply include a note or letter indicating that you would like us to pull your score report forward. However, if you did not submit a score report previously, or if you have retaken the exam, you will need to request that a score report be sent to your home address. When the envelope is received, do not open it. Include this unopened score report in the single application packet. You may request a score report to be sent from MCAT/GRE agency directly to WesternU (GRE Institution Code: 4152 & Department Code: 0617).
- \_\_\_\_\_ F) **OFFICIAL TEST OF ENGLISH AS A FOREIGN LANGUAGE SCORE REPORT/ NOTE REQUESTING PULL FORWARD (IF APPLICABLE)**  
The TOEFL (including essay) is required for all applicants who are not U.S. citizens and for whom English is a second language. **EXCEPTION: The TOEFL exam will be waived for students who have graduated with a confirmed baccalaureate or higher degree from a United States institution at the time of application.**  
  
If you have not retaken the TOEFL since you submitted your scores with the previous years' application, simply include a note or letter indicating that you would like us to pull your score report forward. However, if you did not previously submit a score report, or if you have retaken the exam, you will need to request that a score report be sent to your home address. When the envelope is received, do not open it. Include this unopened score report in the single application packet.  
  
A minimum score of 550 on the paper-based test or 213 on the computer-based test is required. TOEFL scores are valid for 3 years.

\_\_\_\_\_ **G) TRANSCRIPTS/ NOTE REQUESTING PULL FORWARD**

Please submit a complete set of official transcripts (in sealed, original envelopes) from **all** colleges or universities attended. You may request transcripts to be sent from the institutions attended directly to WesternU. If you have not retaken courses or completed additional coursework at a given institution, simply include a note or letter indicating that you would like us to pull that specific transcript forward. If you did not submit a transcript from or you have taken additional coursework at a given institution you will need to request that an official sealed transcript be sent to your home address to be included in your single application packet. For all required courses, the applicant must have received a grade of "C" (or equivalent) or higher to be considered (**A grade of "C-"is not acceptable**). Applicants must have earned an overall, science and prerequisite GPA greater than or equal to a 2.75.

All courses must be completed at a regionally-accredited college or university in the U.S. Exceptions will be made on a case-by-case basis. Coursework completed outside the U.S. (including Canada) must be evaluated by a WesternU approved evaluation service. Prerequisite courses noted with a superscript <sup>5</sup> (see <http://prospective.westernu.edu/veterinary/requirements>) must have been completed no more than 8 years prior to the date of matriculation.

\_\_\_\_\_ **H) EVALUATION OF FOREIGN COURSEWORK/ NOTE REQUESTING PULL FORWARD (IF APPLICABLE)**

Transcript evaluations of foreign coursework must be included in your single application packet from a WesternU approved service (see <http://www.westernu.edu/xp/edu/admissions/foreigncoursework.xml>). If you have not retaken courses or completed additional coursework at any of the foreign institutions listed on your evaluation, simply include a note or letter indicating that you would like us to pull the evaluation forward. If you did not submit an evaluation from or you have taken additional coursework at one of these institutions you will need to request that an official sealed evaluation be sent to your home address to be included in your single application packet.

Official transcript evaluations should be included in your single application packet. The evaluation should be requested by the applicant and sent to the applicant's home address. When the envelope is received, do not open it. Include this unopened evaluation in the single application packet. You may request evaluations to be sent from the service directly to Western University.

\_\_\_\_\_ **I) ADDENDA**

If you wish to include any additional materials to support various sections of your application packet, please reference these addenda in the appropriate location (e.g. Addendum A) such that reviewers know to which materials you are referring.

\_\_\_\_\_ **J) INTERNATIONAL STUDENT APPLICATION (ISA)**

International applicants, applicants who are not U.S. citizens and who are living in the U.S. and applicants who have applied for permanent residency but have not been approved at the time of application must complete an International Student Application (ISA). The ISA must be included with your Application. There is no fee for the ISA.

\_\_\_\_\_ **K) APPLICATION DEADLINES**

Supplemental applications must be complete and postmarked **on or before October 15, 2009**. Interviews will be conducted at Western University in January and/or February, 2010. Letters notifying applicants of acceptance status will be mailed on March 15, 2010.

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The Admissions Office will acknowledge that your application packet was received by e-mailing you at the address provided on your application. If you do not receive an email within three weeks from the date your application was mailed, or you have a concern regarding your application status, please contact the Admissions Office by post or telephone.

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**WESTERN UNIVERSITY OF HEALTH SCIENCES**  
**ATTN: CVM ADMISSIONS**  
**309 E. Second Street • Pomona, CA 91766-1854**  
**Admissions Contact Number: (909) 469-5335**

**REMINDER: MATERIALS TO BE SUBMITTED TO VMCAS BY OCTOBER 1, 2009 (PER VMCAS INSTRUCTIONS)**

**1) VMCAS APPLICATION COMPLETED**

**2) THREE LETTERS OF EVALUATION**

**Suggestions: Selection of and coaching for your evaluators:**

- Evaluations should be solicited from people who know you well from extensive professional interactions, but who are **not related** to you. Examples of appropriate evaluators would include veterinarians or other employers, professors, teaching assistants, academic advisors, and mentors.
- The letters of evaluation should state the nature and extent to which the reference knows you, and should elaborate on, among other things, your attributes and abilities in areas such as communication skills, ethics, interpersonal skills, motivation toward the profession, and maturity. Providing behavioral examples of your performance in these areas is encouraged.