

# COMMITTEE ON ADMISSIONS

## The purpose of the committee or group

To select each incoming class of medical students.

## The structure of the committee or group

The committee is composed of a diverse group of about 200 volunteer faculty members, medical students, and community members. The Associate Dean of Admissions chairs the committee. The Executive Committee is composed of members of the Admissions Committee who have served as interviewers for at least 3 years or who have interviewed at least 60 applicants. The Executive Committee members screen applications for interview invitations and review applications and interview comments to determine acceptance. At this time, we can only accommodate student interviewers for the Seattle cohort.

## The role of student members

Student members interview applicants and make recommendations to the Executive Committee. For the Entering Class of '22 interview cycle, all interviews will be virtual.

## The number of student members

The number of student members varies based on committee needs, but in the past several years the committee included approximately 70 students.

## The approximate time commitment, including meeting times and frequency

Student committee members are expected to attend a mandatory Orientation each fall and do at least 10 interviews a year. It takes approximately a half hour to review an application in advance, then an hour per interview (half an hour for the interview itself, half an hour to record notes and a recommendation on the applicant). Interviews are held in the morning and afternoon during select weeks from October through February. Committee members sign up with their available times to interview and are notified at least one week ahead of time with a confirmation or cancellation.

## The duration of participation

Once students are members of the Admissions Committee, they may serve during their entire tenure at UWSOM while they remain in good standing. During the Patient Care Phase of the curriculum, student members are not expected to interview, but are welcome to do so if it does not interfere with their clinical schedule. Students in other phases of the curriculum are expected to interview to remain on the committee.

## The application process & timeline

A call for applications is sent out to the medical student email list serves at the end of each school year. Students who will be their third or fourth year of medical school are eligible to apply. A volunteer student committee (made up of current Admissions Committee student members) reviews redacted applications and makes recommendations to the Associate Dean for Admissions who reviews the applications and the recommendations and makes final decisions. Students are notified no later than August. To avoid a conflict of interest, students may not serve on the committee while participating as mock interviewers or while a family member or significant other is applying.