

<b>Policy Name:</b>	School of Medicine Admissions – Selection for Interview Policy
<b>Original Approval Date:</b>	09-03-2021
<b>Approving Officer/Committee:</b>	Admissions Committee
<b>Revision Dates and Notes:</b>	
<b>Related LCME Element(s) (if any):</b>	10.3

- A. Policy** – With formal delegated authority from the LSUHSC-S School of Medicine Admissions Committee, the Office of Admissions shall perform preliminary review of medical student applications and the Initial Review Committee shall recommend applicants for interview.
- B. Purpose** – The purpose of the policy is to ensure the admissions process is applied consistently without bias and procedures are in place to select applicants for interview.
- C. Scope** – This policy applies to all persons participating in the preliminary review of medical student applications and selection for interview.
- D. Procedure** –
1. The Admissions Office performs a preliminary review of applicants, in the order in which applications are received, taking into consideration the following criteria:
    - a. State of Legal Residence
    - b. MCAT
    - c. GPA
    - d. Applicants who align with the school’s mission goals
  2. Applicants meeting or exceeding these screening criteria are randomly assigned to Reviewers in the IRC for holistic review
  3. All information available on both the primary and secondary applications is reviewed to determine suitability for interview
  4. Reviewers score applicants from 1-5 in the following areas:
    - a. undergrad BCPM GPA
    - b. MCAT total score
    - c. Letters of Recommendation
  5. Additional elements assessed holistically but not scored include but are not limited to the following:
    - a. MCAT section scores
    - b. post bacc or graduate BCPM GPA
    - c. infractions
    - d. clinical experience
    - e. community service
    - f. proximity to Shreveport
    - g. mission-fit factors

6. Reviewers are strongly encouraged to record comments
7. Individual category scores are tallied to derive a composite score
8. Using the composite score as a guide and considering attributes and experiences, Reviewers make one of the following recommendations:
  - a. Interview with Priority
  - b. Interview
  - c. Hold for Additional Information
  - d. Do Not Recommend for Interview

**E. Related Policies/Forms**