

PRINCETON UNIVERSITY HEALTH PROFESSIONS ADVISING
2019 DENTAL APPLICANT CHECKLIST



Fall semester 2017

- Attend mandatory Applicant Workshop.
- Enroll in Blackboard Coursesites: HPA will email you instructions.
- Read Applicant Handbook, Section I.
- Hand in **Applicant Intake Form** and **CV/Resume** (in person at intake session or via Coursesites).
- Meet with adviser for **Applicant Intake Appointment** if you have not visited recently (or if you just want to meet!). Contact HPA or schedule via WASS.
- Begin drafting your autobiography, short essays and activities list.

January 2018

- Set up [veCollect](#) account.
- Consult the [ADEA Official Guide to Dental Schools](#) (free access at HPA) or similar guide for your profession, as well as the stats available to applicants at HPA, and begin to create your list of schools.
- Contact HPA to schedule Pre-Application Interview (PAI) → we must have a copy of your **Intake Form** and resume before you schedule your PAI.
- Continue to prepare your PAI materials, and begin to ask for letters of recommendation.
- Apply for DAT and AADSAS Fee Assistance Program (if applicable).

One week before your Pre-Application Interview

- Deadline for submitting to HPA (hard copy or through Coursesites):
 - Autobiography, short essay answers and activities list**
 - Form 1** (Pre-Health Student Information Sheet)
 - Form 2** (Request for Composite Letter/Waiver Statement)
 - Form 3** (Release of Information/Institutional Action Disclosure)
 - Form 4** (School List)

**If materials are not submitted by the deadline, your PAI will be canceled. PAIs are difficult to reschedule.*

January – April 2018

- Pre-Application Interview with HPA.
- Attend optional Personal Statement workshops (date TBA). Work on your personal statement (make appointments with Writing Center for draft review).
- Begin study for DAT.

May 2018

- Read Section II of Applicant Handbook.
- Download and read AADSAS Instruction Manual. Attend Boot Camps (date TBA).
- Begin working on AADSAS data entry.
 - Request a copy of your official transcript from the Registrar's Office to aid in data entry.
- Attend HPA Personal Statement draft workshops (dates TBA). Finalize personal statement.
- Attend optional Interview Info Session (date TBA) – will be repeated in the Fall.

June 2018

- Submit AADSAS online (as close as possible to first day submission is available).
- Submit AADSAS Transcript Matching Form to Registrar's Office (or other request form, if different primary application). If you took Spring classes, wait until grades are posted; otherwise, do this ASAP. Submit transcript request forms to Registrars' Offices at any other US college that you attended (if you don't know how to do this, contact HPA).

June 10, 2018

- HPA's absolute deadline to schedule a Pre-Application Interview: If you have not scheduled your PAI, we will not be able to provide a composite letter on your behalf (or an updated letter, if you are a reapplicant). We can forward individual letters of recommendation to your schools.
- Deadline for submitting for fastest composite letter processing:
 - Pre-Health Course list:** Should be submitted electronically with spring grades included.
 - Letters of recommendation** from each recommender.
 - File Completion Form** (when all letters and other materials have been received).

June – August 2018

- Submit **pdf of verified primary application** through Coursesites.
- Committee letters will be prepared and sent based in part on dates of HPA file completion, standardized exam, and AADSAS processing. AADSAS will notify you when your letter is sent to your schools.
- Some secondary applications are embedded within the primary application – Go to the Dental School Designations page in your application. Click on the "Additional Information" link next to your designated dental schools and follow the instructions for each school. You might want to print out the "additional information" sections (or save to a single document) to keep school information organized
- Register for and take your DAT. The DAT is a computer-based test, and is offered almost every day. Scores are reported to schools 3-4 weeks after you take the test. You must wait 90 days before you can retake the test (should you need to retake it). Keep this in mind as you decide when to take the exam.

July – August 2018

- Complete and send secondary applications back within two weeks of receiving notification to submit them (if secondaries were not embedded within the AADSAS).

August 15, 2018

- HPA's absolute deadline by which you must submit your AADSAS to receive a committee letter: if you have not submitted (the application and your transcripts), we will not be able to provide a committee letter on your behalf. We can forward individual letters of recommendation to your schools.

Fall semester 2018 (continuing through acceptances)

- Read Applicant Handbook, Section III.
- Attend (or watch online) HPA Interview Workshop (date TBA). Schedule mock interviews with Career Services.
- Accept invitations to interview (once invited, try to schedule earliest possible date).
 - Review [HPA Interview Reports](#) (on HPA website) for schools where you're interviewing.
 - Let HPA know when and where you're interviewing so we can connect you with other Princeton applicants. Ask HPA for contact info for alums at schools where you're interviewing (if desired).
 - Within 2-3 days following an interview: send thank you notes to your interviewers, complete [HPA Interview Report](#).
- Send updates of your activities to schools from whom you haven't heard, about every 4-6 weeks, to demonstrate continued engagement and your continued interest in the school.
- Interviews at dental schools begin in August.
- Complete Academic Update to provide new information to dental schools (November through February)
- First acceptances are sent on or around December 1.

Throughout the process

- Read Advice to Applicant emails sent by HPA and respond to requests for updates.
- Keep in touch with HPA via emails, appointments, online google chat hours for applicants.
- Let HPA know where you've been accepted, rejected, and waitlisted, and where you ultimately decide to attend.