

2017 HPO Interview Worksheet Student Checklist

Name: _____ RU ID: _____

2017 Worksheet Submission Dates: April 3 through June 30

(Last MCAT Date to qualify for an HPO Interview is June 17)

Primary applications must be filed by July 5 to qualify for an HPO interview

1. Yes No **Have you completed at least 30 credits (or two semesters) AND 21 science credits at Rutgers, New Brunswick? If not, you do not qualify for an HPO committee interview at Rutgers. We suggest that you make an appointment to meet with an advisor as soon as possible.**

2. Check your HPOdrome account for the following items before you submit your worksheet:

Yes No Is your contact information is up to date and accurate? Now would be the time to make sure you can receive voice messages on your cell phone. Make sure your mailbox is not full! Voicemail greeting should be professional and include your first and last name..

Yes No Do you have a photo on file? (for ID only and will remain in the HPO)
AMCAS, AACOMAS, AADSAS personal statement is strongly recommended, but not required.

Yes No Have you uploaded your autobiography (2-4 pages single-spaced; 4-8 pages double-spaced)?
Follow this link for guidelines: <http://hpo.rutgers.edu/docman-lister/interview-worksheet/96-guidelines-for-writing-the-autobiography-for-the-hpo-committee-interview-application/file>

Yes No Personal statement. We strongly recommend, but don't require, that you attach a copy of personal statement to your worksheet.

Yes No Have you uploaded your most recent resume? Resume should include advanced coursework, clinical experience, research, campus leadership, skills, and volunteer and work experience.
For sample resumes see: http://careers.rutgers.edu/page.cfm?page_ID=491§ion_ID=8

Yes No Do you have at least 5 letters in your HPOdrome account?

Yes No Do your letters meet the appropriate categories for major, science, and non-science?
Life sciences majors: 2 RU science letters, one, preferably two, from upper level major courses
1 RU non-science letter
2 additional letters

Non-life sciences majors: 2 RU letters from your major
2 RU science letters from your premed prerequisites
1 additional letter

**Note: if you are applying to DO programs, it is strongly recommended that one of your letters be from a DO that you have shadowed or with whom you have worked. If you are applying to dental school, it is recommended that you have a letter from a dentist.*

3. Submit the following items in person or via email:

Yes No HPO Interview Worksheet student checklist

Yes No Interview worksheet/applicant readiness inventory (must be signed, even if submitting electronically)

N/A Yes No GPA calculator, (you may find links to calculators for DO and Dental science GPAs on the HPO homepage. For MD (mark N/A), use the science GPA on your HPOdrome account.)

It is important to note that the Health Professions Office will continue to support those students who do not meet the academic requirements for an interview. For these applicants, the HPO staff will review and select letters and create a letter packet to send to schools. Students who will not be interviewed DO NOT need to complete their file. While these students do not need to write an autobiography and they do not need a minimum number of letters, **we strongly encourage every applicant to obtain 5 letters in order to maintain a competitive profile.**

HPO Interview Worksheet DENTISTRY 2017

This form is for use by current and recently graduated RU NB undergraduates planning to apply to dental school in 2017. The HPO will keep all letters on file for five years post-graduation; however, if you graduated more than 3 years ago, you should meet with an advisor before submitting this form. Candidates scheduled for interviews after **July 1** must provide proof they have submitted their primary application to AADSAS.

Last Name: _____ First Name: _____ RU ID#: _____

Email: _____ Phone Number: _____

Academic Requirements

The Health Professions Advising Committee has established academic requirements for an HPO interview. These requirements take into consideration the published admission statistics for the health field to which you are applying while allowing a generous buffer for extenuating circumstances. For this reason, they may vary annually.

Dental School: With minimum DAT scores of 19 in the following three sections: in the Perceptual Ability, Academic Average and Total Science, applicants must have a minimum cumulative science GPA **and** a minimum overall GPA of 3.3. Students requesting an interview before DAT scores are available, require a minimum 3.5 GPA both overall **and** science. **Please include the GPA calculator with this application.** You must have completed the basic pre-dental requirements to be eligible for an interview.

If your grades and/or test scores do not meet the minimum requirements outlined above do not submit this form. You should make an appointment with an advisor to discuss ways to improve your profile.

_____ Your Cumulative GPA _____ Your major: _____

_____ Your Science GPA (submit [HPO Dental Science GPA Calculator](#))

_____ DAT test date (or anticipated date) **Note: You must have a DAT score reported before July 18**

Please include subtest scores for most recent test scores. Priority will be given to students with test scores.

Note, if you receive new, disqualifying test scores before your interview, the HPO will likely cancel the interview.

Date test taken: _____ Subtest Scores: _____

By signing below, you are giving your evaluator permission to include details about your educational records in their statement of evaluation.

Applicant's Signature

Date

Last DAT to qualify for an HPO interview is July 18th

2017 Worksheet Submission Dates: April 3rd through June 30th

HPO APPLICANT READINESS INVENTORY/ COMMITTEE INTERVIEW APPLICATION

Academic Readiness

On a scale of 1-4 (1- not satisfied; 2- somewhat satisfied; 3-satisfied; 4- very satisfied), rate your satisfaction with your academic preparation for medical school.

- ___ I am satisfied that my grades are at, or above, the national average of students accepted to U.S. dental schools last year (3.5 science, 3.5 overall).
- ___ I am satisfied that my science courses and course loads have prepared me for the demands of dental school science curriculum.
- ___ I am satisfied that I work consistently to improve my critical reading and writing skills.
- ___ I am satisfied that my non-science coursework has helped me improve my communications skills and understanding of diverse individuals and groups.

- ___ I am satisfied with my back up plan if my application to dental school is not successful this cycle.

DAT Performance/Readiness

- ___ I am satisfied that my course work is preparing me for the DAT
- ___ I am satisfied with the way I am preparing for the DAT
- ___ I am satisfied that I have earned (or will earn) an DAT score that is competitive in terms of the national average of accepted students to dental schools (19 AA and no score lower than 17).

On a scale of 1-4 (1- not satisfied; 2- somewhat satisfied; 3-satisfied; 4- very satisfied), rate your satisfaction with your preparation in the competencies.

INTERPERSONAL COMPETENCIES

- ___ **1. Service Orientation:** Are you satisfied that you have consistently demonstrated a desire to help others and shown sensitivity to others' needs and feelings and sought to alleviate others' distress; Can you show that you recognize and act on your responsibilities to society; locally, nationally, and globally?
- ___ **2. Social Skills:** Have you specifically and consistently demonstrated awareness of others' needs, goals, feelings, and the ways that social and behavioral cues affect peoples' interactions and behaviors? Can you describe situations in which you adjusted your behavior appropriately in response to these cues?
- ___ **3. Cultural Competence:** Are you aware of the ways socio-cultural factors affect interactions and behaviors? Are you able to think of and describe specific experiences when you have had to recognize, analyze, and act upon the way socio-cultural factors inform your own judgement/reaction in certain situations? Have you had substantive and meaningful interactions with people from cultures and socioeconomic status different from your own?
- ___ **4. Teamwork:** How satisfied are you with your experiences as a team member and leader? Will you be able to give specific examples to support your rating?
- ___ **5. Oral Communication:** Are you able to effectively convey information to others and recognize potential communication barriers? Do you readily recognize communication problems and adjust your approach or clarify information as needed.

INTRAPERSONAL COMPETENCIES

- ___ **6. Ethical Responsibility to Self and Others:** Do you behave in an honest and ethical manner, follow rules and procedures? Have you developed ways to resist peer pressure to engage in unethical behavior and to encourage others to behave in honest and ethical ways. Are you able to demonstrate ethical and moral reasoning skills?
- ___ **7. Reliability and Dependability:** Are you satisfied that you consistently fulfill obligations in a timely and satisfactory manner; take responsibility for personal actions and performance.
- ___ **8. Resilience and Adaptability:** Do you have the ability to demonstrate tolerance of stressful or changing environments or situations and adapt effectively to them; have you been persistent, even under difficult circumstances and been able to recover well from setbacks?
- ___ **9. Capacity for Improvement:** Do you set goals for continuous improvement and for learning new concepts and skills; do you engage in reflective practice for improvement; do you solicit and respond appropriately to feedback?

THINKING AND REASONING COMPETENCIES

- _____ **10. Critical Thinking:** Are you satisfied with your ability to use logic and reasoning to identify the strengths and weaknesses of alternative solutions, conclusions, or approaches to problems?
- _____ **11. Quantitative Reasoning:** Do you feel you are well able to apply quantitative reasoning and appropriate mathematics to describe or explain phenomena in the natural world?
- _____ **12. Scientific Inquiry:** How well are you able to apply knowledge of the scientific process to integrate and synthesize information, solve problems and formulate research questions and hypotheses, and are you comfortable using scientific language to describe your work?
- _____ **13. Written Communication:** Are you satisfied that you are able to convey information to others clearly and with few errors in usage?

SCIENCE COMPETENCIES

- _____ **14. Living Systems:** Do you feel satisfied that you are able to apply knowledge and demonstrate skill in the natural sciences to solve problems related to molecular and macro systems including biomolecules, molecules, cells, and organs?
- _____ **15. Human Behavior:** Are you confident that you are able to use your knowledge of yourself, others, and social systems to solve problems related to the psychological, socio-cultural, and biological factors that influence health and well-being.

BREIF ANSWERS:

Choose **3** of the **15** competency areas. Write a few paragraphs on EACH of the 3 competencies you have chosen. Use specific examples to illustrate how you have demonstrated strength in that area. Be sure to describe what you learned from the experiences you discuss in the competency area. Additionally, if you feel weak in any particular competency, please write a few paragraphs explaining why.