

Ponce Health Sciences University School of Medicine



PHSU

PONCE HEALTH SCIENCES UNIVERSITY

Tamdiu Discendum Est. Quamdiu Vivas

Introduction

Since 2020, the Ponce Health Sciences University School of Medicine (PHSU-SOM) medical education (MD) program has adopted the Association of American Medical Colleges (AAMC) “Choose your Medical School” tool as part of our admissions protocols and institutional policies. Applicants who are accepted to the MD program are expected to comply with the procedures and guidelines stipulated by the American Medical College Application Service (AMCAS) and AAMC, known as “Traffic Rules”, to help ensure that all MD applicants receive timely notification about the outcome of their applications to the PHSU-SOM MD program, and to protect PHSU-SOM MD program from having unfilled positions in the entering classes for the Main Campus (Ponce) and St. Louis Campus.

Any delays in applicant communication and notification beyond the expectations outlined in the AAMC’s “Traffic Rules” jeopardizes PHSU-SOM’s ability to fill positions in the MD program, notify applicants who in a timely manner about wait list acceptances, and to effectively plan orientation and enrollment events.

Scope

This amended policy will apply to all PHSU MD program accepted students.

Justification

These changes are imperative to ensure that all MD applicants receive timely notification about the outcome of their applications to the PHSU-SOM MD program and to protect PHSU-SOM MD program from having unfilled positions in the entering classes for the Main Campus (Ponce) and St. Louis Campus.

Policy

Beginning February 19th of the academic year*, applicants holding one or more acceptance offers can select “Plan to Enroll” in the AMCAS application at any school from which they have received an acceptance offer. Making this selection allows schools to view in aggregate the number of applicants who selected “Plan to Enroll” for their schools.

Until April 30th of the academic year, applicants can, at the time they make this selection, continue to hold other acceptances, remain on alternate lists, and continue to interview at other schools. However, in fairness to other applicants, if **an accepted applicant has decided before April 30 not**

to attend the PHSU SOM MD program, we request that they **promptly withdraw** their application by contacting the Admissions Office and submitting a written notification.

Beginning April 30 of the academic year*, accepted applicants will have two options to select: “Plan to Enroll” or “Commit to Enroll.” Selecting “Commit to Enroll” indicates that the applicant has made a final selection and withdrawn all other applications. **All accepted applicants who wish to reserve their space in the incoming class for the PHSU-SOM MD program will be required to “Commit to Enroll” to PHSU-SOM by April 30.** If an accepted applicant has not selected to “Commit to Enroll” to the PHSU-SOM by **April 30 or within five business days after April 30 or the date of their acceptance notification**, the Admissions Office will reserve the right to withdraw the acceptance. Any accepted applicant who commits to enroll at another school is also expected to notify the PHSU-SOM Admissions Office via writing and to withdraw their application by **April 30 or within the following five business days***.

Beginning June 15 of the academic year or within 30 days of the start of orientation*, accepted applicants will have **two business days** to select “Commit to Enroll” and to notify the Admissions Office regarding the intent to matriculate or withdraw following an acceptance notification. If an accepted applicant has not selected to “Commit to Enroll” to the PHSU-SOM within **two business days following the date of their acceptance notification**, the Admissions Office will reserve the right to withdraw the acceptance.

This policy may be subject to changes due to AMCAS updates and/or changes in the PHSU matriculation policy.

***If a date falls on a weekend or holiday, the next business day applies.**

Amendments:

This policy may be amended by the MD program Admissions Committee. All amendments must comply with the AAMC Traffic Rules Policy Guidelines.

Repeal and Validity

This policy does not repeal the provisions established by the SOM admissions policy, but rather offers specific provisions for candidates to comply with the AAMC Choose your Medical School tool and the PHSU Admissions Traffic Rules Policy.

This policy will be effective immediately after its approval and will apply to accepted candidates on the 2023-2024 admissions cycle and over.