



Professional Recommendations Committee (PRC)

2008 PERSONAL BIOGRAPHY AND HISTORY
for Spring 2008 Applicants to Professional Programs – Entering Fall 2009

Best if completed and returned by **April 30, 2008**

Full Name:			Date:
School Address:			
City:	State:	Zip:	School Phone:
Permanent Address:			
City:	State:	Zip:	Permanent Phone:
AU ID#:	SS#:	SIN# (Canadians):	
Expected Graduation Date:	Major:	Advisor:	
E-mail Address:	Summer e-mail address:		

1. Indicate program you are applying for:

- Dental School (DDS)
- Medical School (MD)
- Medical & Graduate (MD & MS or Ph.D.)
- Other:

<p>Early Decision Plan Option: Do you plan to apply for the medical school Early Decision Plan (EDP)?</p> <p><input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>If yes, which school? _____ (AMCAS EDP deadline is August 1!)</p> <p><input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>If you are wanting EDP, did you discuss this option with your advisor? (Strongly recommended!!)</p> <p><input type="checkbox"/> Yes <input type="checkbox"/> No</p>

2. **Circle, underline or bold** the PRC faculty and staff members who knows you well (at least four individuals, please):

- | | | | | | | | |
|--------------------------------|----------------|--------------------|------------------|-----------|---------|--------------|-----------|
| Biology: | Steen
Stout | Atkins
Woodland | Chobotar
Zdor | Goodwin | Hayward | Mbungu | M. Murray |
| Chemistry/Biochemistry: | Mutch | Alonso | Merga | D. Murray | Nowack | Wong | |
| Clinical Lab Sciences: | Kilsby | McMullen | Reiner | Show | | | |
| Mathematics: | Moore | Henson | Kang | Oh | Weldon | | |
| Physics: | Mattingly | Burdick | Kutzner | Rowland | Thorman | Summerscales | |
| Student Life: | Faehner | Phillips | Carter | Nakhle | | | |

Faculty/Staff not on the PRC: _____

3. All applicants requesting a Professional Recommendations Committee letter **MUST** make all of their MCAT/DAT scores available to the Committee. The simplest method is to release your scores to Andrews University when you take the test or when you complete the on-line applications (AMCAS or AADSAS). What date(s) did you, or will you, take the MCAT or DAT? Include all scores.

MCAT:	MCAT Scores: (most recent)	DAT:	DAT Scores: (most recent)
Date of 1 st attempt:	Verbal Reasoning:	Date of 1 st attempt:	Survey of Natural Sciences:
Date of 2 nd attempt:	Physical Sciences:	Date of 2 nd attempt:	Perceptual Ability Test:
	Writing Sample:		Reading Comprehension:
	Biological Sciences:		Quantitative Reasoning Test:

NOTE: Use as much space as you need to give the Professional Recommendations Committee (PRC) a complete picture of your abilities so that the best letter of recommendation can be written for you.

4. *How* did you reach your decision to enter medicine, dentistry, etc? *Describe* any events or activities that reinforced your decision.
5. *What* do you consider your strengths and weaknesses? How are you unique?
6. *Describe* an experience that you consider to be one of the most valuable you have had for personal development. This might be a decision you have made, an achievement of which you are particularly proud, or a personal relationship which has greatly influenced your life.
7. *Describe* briefly how you have dealt with a personal or academic problem you have encountered.
8. *List* your activities in the following areas. Since admissions committees of professional schools prefer specific information, be sure to include a clear description of duties, **including:**
- a) title of the activity,
 - b) the name of each organization,
 - c) city and state,
 - d) name of supervisor,
 - e) beginning and ending dates of activity, and
 - f) contact information (phone number or e-mail). For example: Kindergarten Sabbath School Teacher; Central Seventh-day Adventist Church; Everytown, MI; Jane Doe; January 2004 to May 2006; 555-555- 5555.
- I. Church activities and church life. Contact Information:
- II. Volunteer services during college years. Contact Information:
(Especially any health-related ones)
- III. Employment. Contact Information:
(Part or full-time; either on-campus or off-campus)
- IV. Extracurricular activities. (Include student offices held in high school and college, organizational memberships, music, sports, etc.)
9. Have you been *involved* in any research project or published research? Please give a brief description of the nature of the project, your research director, organization, city and state, *contact phone numbers or email*, and what your specific responsibilities were.
10. *Identify* any awards, scholarships, and academic honors you have received (high school and college). Include title and date.
11. *Fill in* the grades and scores requested below:
- | | |
|------------------------------------|---------------------------------|
| Cumulative University/College GPA: | _____ |
| University/College Science GPA: | BIOL/ZOOL course average: _____ |
| | CHEM/BCHM course average: _____ |
| | PHYS/MATH course average: _____ |

12. By signing the following line, I understand that the submission of this **2008 Personal Biography and History Application** authorizes the Professional Recommendations Committee to obtain my most recent transcript, request confidential comments concerning my application from knowledgeable faculty and staff, and to write a confidential letter of evaluation to be submitted to the educational organizations I indicate.

Student Signature or typed name _____ Date: _____

13. **Give or e-mail** (e-mail applications are preferred) a copy of your completed **2008 Personal Biography and History** to **EACH** person listed below (best if done by **April 30, 2008**):

- a) David Nowack, Chairperson, Professional Recommendations Committee:

Phone: 269-471-6065

Fax: 269-471-3771

E-mail: nowack@andrews.edu

Address: 322 Halenz Hall, Andrews University, Berrien Springs, MI 49103

- b) Grace Carlos, Recording Secretary, Professional Recommendations Committee:

Phone: 269-471-3247

E-mail: carlosg@andrews.edu

- c) Your pre-professional advisor

- d) The professors that you are asking to personally recommend you

14. Include name(s) and deadline(s) of the schools you intend to apply to. (Send complete addresses AFTER you receive secondaries.)

WHAT HAPPENS NEXT?

1. **APPLY** - Send application(s) to medical (AMCAS – online) / dental (AADSAS) / DO schools.
2. **FOLLOW YOUR PRC STATUS** – Once we receive your **2008 Personal Biography and History** form, you can follow the status of your letter through the committee process on the course management website for Andrews University at the following address: <https://d2l.andrews.edu/>. Log in with your AU user name and email login password. Click on the “College of Arts and Sciences” link, then click on “Professional Recommendations Committee Site (2008-09)”. Please contact Dr. Nowack if you have any questions regarding either your application or D2L.
3. **WAIT** - Wait patiently for secondary notices from the respective professional programs. If letters of recommendation are sent **before** secondaries are requested, our letter of recommendation may be discarded by the school.
4. **SECONDARIES** - When you get notification of a secondary from your professional program, send an e-mail immediately to Dr. Nowack (nowack@andrews.edu, with a c.c. to Grace Carlos carlosg@andrews.edu) with the **complete** address of the school that you want your letter of recommendation to be sent to, along with deadline date. Letters of recommendation will **not** be sent until **you** tell us that you have received a secondary notice.
5. **BE PROACTIVE** - most schools have websites where you can follow the status of your application. This is your future so check to see that everything has arrived in good order.
6. **WITHDRAWALS** - If you withdraw your application to a professional program, you **must** notify Dr. Nowack of your decision.
7. **UPDATED PRC** - A **current and updated** PRC form must be completed for **each** year that you are requesting professional letters of recommendation.

MAY GOD BLESS YOU IN YOUR FUTURE – AND BEYOND!!