

## **Résumé and Personal Essay (Junior Year or Later)**

The purpose of this request for personal information is to help the Pre-Health Committee know who you are, what you have done, what your specific goals are and how you plan to reach them. The information you provide is used for your pre-health committee evaluation, and some of this information will be highlighted in the evaluation which will be sent to the health profession schools to which you apply. The more we know about you, the more helpful we can be to you.

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Upcoming applicants will be interviewed between February and May. To be eligible for an interview, you must submit the résumé and personal essay with the other required materials, to your pre-health file by the deadline for the year in which you will interview. Incomplete folders will **not** receive committee review. You will be notified as to your interview date.

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Please use a **résumé format** to provide the following information:

1. Name, class year, college id number, area(s) of application, e-mail address, campus address and phone, permanent address and phone, summer address and phone (if different from permanent).
2. Major program, minor.
3. Honors, honor societies, awards or prizes obtained during college.
4. Research work done not as part of course. Describe and state name of supervisor.  
(Note: An evaluation from this person is required and entered in your file if you have done or are doing research.)
5. Employment experience. Summer/Semester, Hours, Nature of work
6. Community service or volunteer work related to health career areas. Indicate nature of work, when and where performed, and time commitment. (An evaluation from

your supervisor can be entered in your file if you have done or are doing volunteer work.)

7. College extra-curricular activities and hobbies important to you. Include membership in clubs, organizations, and team sports and any special roles that you have had or special proficiencies you possess. Technical/computer skills should be listed.

Your **Personal Essay** is a very important item in your file. We heavily rely on it when writing the overall evaluation of you. To us, it is YOU, so pay attention to how you present yourself. Have another person read the essay before it is submitted. Check for grammar and typos. It should be *two pages, double-spaced*.

***Content:***

- Some information about your personal background
- Important influences on your life
- Your goals or values in life
- Why you came to the University at Albany
- How you have used your time here
- Personal problems or family inconveniences during college years, if relevant
- Extra-curricular activities and what they have meant to you
- What is your motivation for applying to medical, dental, optometry, podiatry, etc. school

You do not need to address all these areas in your essay. These are only suggestions to help you start to think about why you have decided to pursue a health career.

***Format:***

A well thought-out essay with an organized paragraph structure is necessary. Pay attention to the flow of thoughts, spelling, grammar, etc. You may also be creative as long as you are still informative. It will be useful for you if you think of this essay as the first draft for the essay you will send to your health profession school. Ask for feedback from the interview team.