

SAA 003 LCME 10.3 Policy on Medical Student Selection

Policy Type: Academics
Responsible Administrator: Cindy Stella,
Assistant Dean for Admissions, Recruitment &
Student Financial Services
Responsible Office: Student Affairs & Admissions

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Training Required: No
LCME Required: Yes

Approved by:

Marc J. Kahn, MD, MBA

Marc J Kahn, MD, Dean

Date: 08 / 09 / 2023

Definitions

Statement of Purpose

LCME Standard 10.3: The faculty of a medical school establish criteria for student selection and develop and implement effective policies and procedures regarding, and make decisions about, medical student application, selection, admission, assessment, promotion, graduation, and any disciplinary action. Through this policy, the medical school makes available to all interested parties its criteria, standards, policies, and procedures regarding these matters.

Entities Affected By This Policy

This policy applies to all applicants to the Kirk Kerkorian School of Medicine at UNLV and all individuals (faculty, students, staff, and community members) involved in the admissions process.

- a. Policy Owner: Student Affairs & Admissions, Academic Affairs
- b. Policy Supervision: Student Affairs & Admissions

Required Acknowledgement

This policy is posted in the appropriate catalog(s) and/or syllabi, and accessible for student and faculty reference.

Policy

The Admissions Committee has the final authority for accepting students into the school of medicine. As such, the committee must be free of conflict of interest and impervious to political and financial influence.

Characteristics of Accepted Applicants

Desired attributes:

- Commitment to service
- Integrity
- Honesty
- Resilience and perseverance
- Social and communication skills

- Desire to learn
- Compassion

Other desirable characteristics:

- Current or former resident of Nevada
- Strong personal tie(s) to Nevada
- Academic readiness
- Mission-based:
 - First generation college attendees (parent has less than an associate's degree)
 - Economically disadvantaged (AMCAS indicators: EO1, EO2, FAP, Pell eligible, and/or applicant's AMCAS impactful experience statement)
 - Educationally disadvantaged (Title I high school and/or applicant's AMCAS impactful experience statement)
 - Veteran
 - Rural (AMCAS indicator utilizing birth, high school, parent, or current residence zip code)

Admissions Process

The Office of Admissions reviews primary applications from AMCAS and applies the following criteria to distribute invitations to secondary application:

- Current or former Nevada residents (priority)
- Out-of-state residents with strong tie(s) to Nevada
- Out-of-state residents with no ties to Nevada from an approved Western region state list
 - Alaska, Arizona, California, Colorado, Hawaii, Idaho, Montana, New Mexico, Oregon, Utah, Wyoming, and Washington
- Minimum MCAT of 499 that is less than 3 years old at the time of application
- Minimum GPA of 3.2 (cumulative and BCPM)

Upon receipt of a Secondary application, the Office of Admissions finalizes file review to verify competition/submission of all other required application components. The additional file requirements include:

- 3-5 letters of recommendation
- U.S. college/university regionally accredited Bachelor's degree or higher (may be in progress but must be conferred prior to enrollment)
- Completion of prerequisites from a U.S. college/university that is regionally accredited and are less than 10 years old at the time of application:
 - Biology: 3 courses (1 with laboratory)
 - Biochemistry: 1 course
 - Social & Behavioral Science (Psychology or Sociology): 1 course

With a qualifying AMCAS application and a completed Secondary application, the Assistant Dean for Admissions, Recruitment and Student Financial Services reviews files and offers interviews to applicants considered to be competitive based on the Admissions Committee's established attributes and approved screening rubric.

Typical interview strategy:

All selected applicants are interviewed by a member of the Kerkorian School of Medicine Interview Board, which is comprised of school of medicine academic and administrative faculty/staff along with full-time NSHE employee partners. Additional interview feedback is provided by the school's community faculty/partners.

All individuals involved with interviewing are blinded to metrics and transcripts. Interviews are scored using an Admissions Committee approved rubric and narrative comments are required from the Interview Board and community members. Training materials and an orientation session are provided each year to participating members.

The interviewers use a structured interview format with standardized questions that are reviewed annually by the

Kerkorian School of Medicine Interview Board.

Admissions Committee

The Admissions Committee reviews completed applications, including interviewer feedback, and scores the applicants anonymously through subcommittees. The Admissions Committee meets, as a whole, to review all files and accept or challenge subcommittee scoring. Anonymous re-voting/re-scoring can occur in the committee meeting for files that are challenged. Admissions Committee determines the score threshold above which admission is offered on a rolling basis. This score may change throughout the admission cycle.

At the final meeting of the cycle, the Admissions Committee reviews and re-scores the highest remaining applicants as determined by pool designations. The re-scores are used to construct a ranked wait list. Offers are then made from the ranked wait list until the cohort is closed.

Policy Guidelines

General requirements:

1. All persons involved in the admissions process must recuse themselves for any conflict of interest regarding individual applicants. This includes both the interview and selection processes.
2. Any Admissions Committee faculty or community member with a family member or significant other who is an active applicant to the Kerkorian School of Medicine must recuse themselves from participation in the admissions process(es)/meeting(s) involving that applicant's file.
3. Any Admissions Committee student member with a family member or significant other who is an active applicant to the school of medicine must recuse themselves from participation in the admissions process(es)/meeting(s) involving that applicant's file.
4. The school of medicine bylaws contains additional information on Admissions Committee membership, the threshold for a quorum, etc.

Review of the Policy

This policy shall be reviewed and approved annually by the Admissions Committee through one of the committee business meetings and ongoing correction edits must be maintained by the Assistant Dean for Admissions.

Related Documents

Contacts

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