VMCAS 2026 Complete Walkthrough

Veterinary Medical College Application Service

The 2026-2027 VMCAS Application Cycle

- **Opens January 21, 2026**
- **First Day of Submission on May 7, 2026**
- **Deadline September 15, 2026**

American Association of Veterinary Medical Colleges Website - AAVMC | American Association of Veterinary Medical Colleges

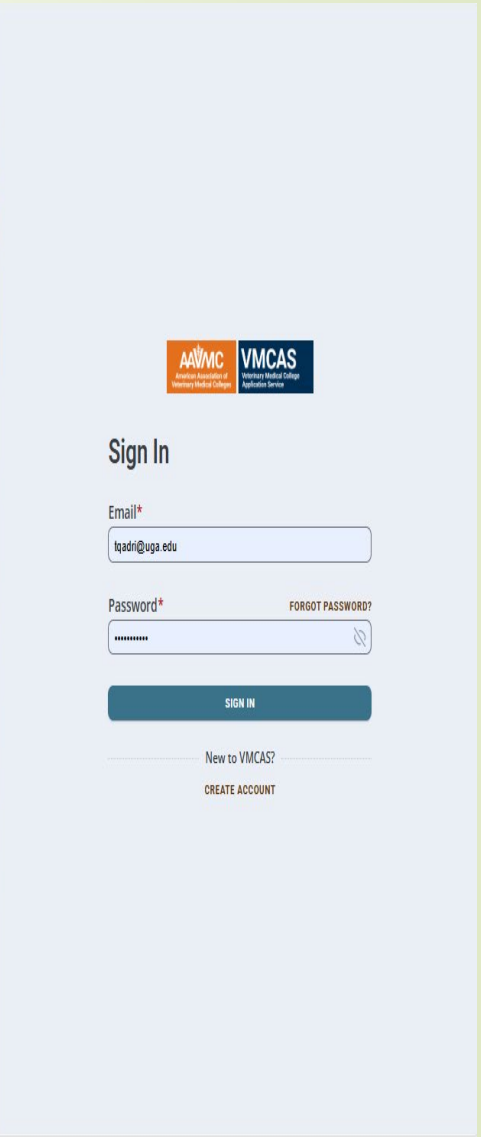
Before You Begin

The 2025-2026 VMCAS application cycle will open on **January 21, 2026.**

First Day of Submission on May 7, 2026

- Applicants must read all instructions for each section.
- Record your username and password in a secure and easy-to-remember location.
- Review your application carefully to make sure that the data is accurate.
- Print your completed application for your records BEFORE delivering it to VMCAS. Do not send printed applications to VMCAS.
- You must submit your VMCAS application and other application materials (3 Lors, Transcripts) **no later than September 15, 2026 @ 11:59PM, Eastern Time**. No late documents are accepted.

Applying early (mid-August allows applicants to opportunity to correct errors found during transcript evaluations.



Do Your Own Research

- This presentation is meant to serve as a resource during this application cycle.
- This presentation does **NOT** cover all aspects of the application, so you must do your own research!

Questions? Please contact the VMCAS Student & Advisor Hotline:

- **Phone:** 617-612-2884
- **Fax:** 617-612-2051
- **Email:** vmcasinfo@vmcas.org
- **Monday - Friday: 9 a.m. - 5 p.m. Eastern Time**

- Utilize the VMCAS Applicant Help Center. For immediate answers to questions use the Live Chat section on this webpage.

When You Should Contact a Program Directly

- VMCAS can assist with application-related questions. For all other inquiries, including the following, please contact your program directly:
  - Admission requirements and policies
  - Deadline requirements
  - Prerequisites
  - Supplemental materials
  - Requirements regarding the identity of recommenders
  - Status of your application after it has been verified
  - Admission decisions and interview questions
  - Content and duration of a particular school's program

When To Apply/Checklist

- The 2026-2027 VMCAS application cycle will open on January 21, 2026.
- First Day of Submission on May 7, 2026
- **September 15th - @ 11:59PM, Eastern Time : FINAL APPLICATION DEADLINE: Your VMCAS application, a minimum of three completed evaluations, and VMCAS fees are due.**
- **Before these dates you should have:**
  - Taken the GRE, or TOEFL if required. Some schools accept MCAT.
  - Asked your (minimum 3) evaluators to write letters of recommendation (typically, one vet, one hard science professors and one professional letter). Review the Letters of Evaluation Requirements for each school or college of veterinary medicine to which you are interested in applying.
  - Completed your 3 essays (2,000 characters max each)
  - Compiled your resume
  - Documented your shadowing hours with veterinarians
  - Printed out an unofficial transcript to help you list your courses within the application
  - VMCAS recommends you use the most up-to-date versions of Firefox or Google Chrome

School Selection & Cost

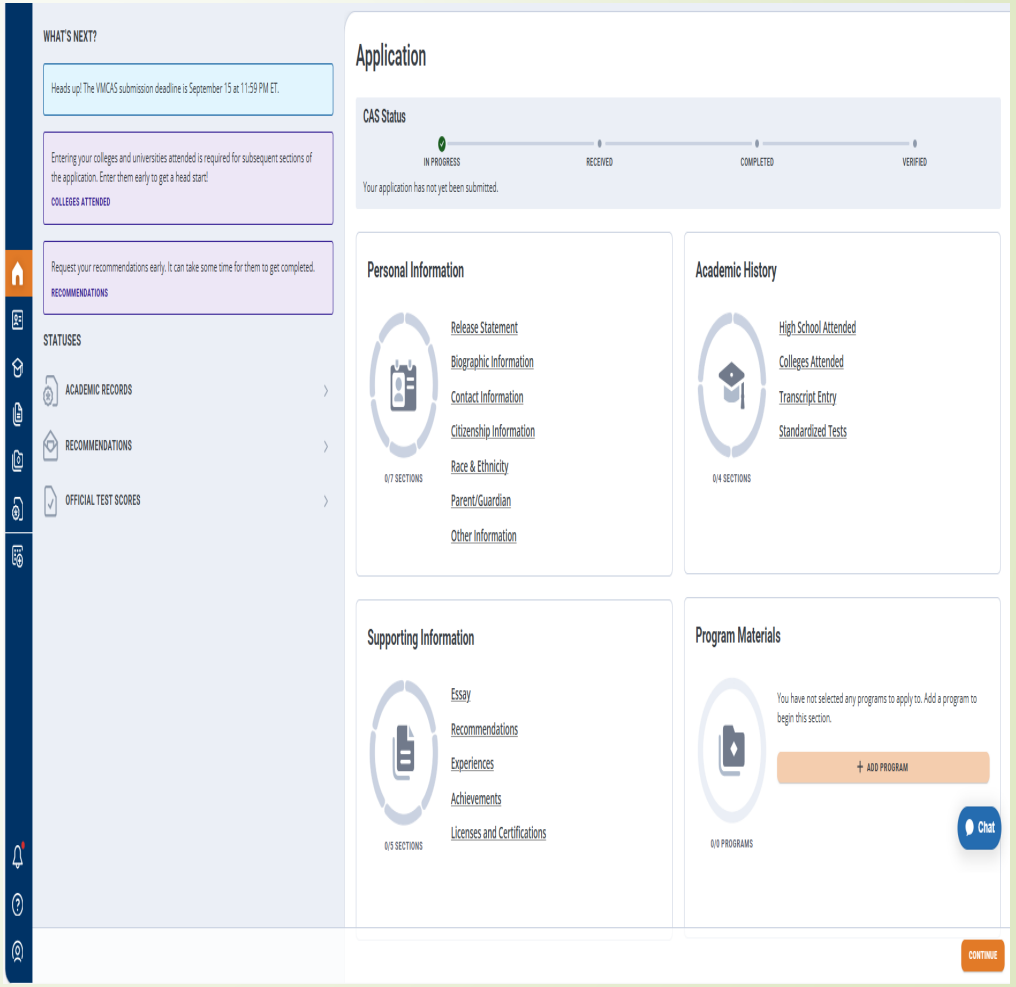
- 1 school: $241
  - Each additional school: $ 132
- Average applicant applies to 6 schools
  - 6 schools: $ 901 (Under the Submit Application tab you can see the total cost before you confirm your application)
- **APPLY by mid-August. Do not wait until the deadline of Sept 15th !**
  - Once your application becomes complete (application submitted and all official transcripts received) it can take an **additional few weeks for your application to be verified**.

Supplemental (School) Fees
Most vet schools have additional application fees, typically, around $50–$100+ per school Paid directly to each school (not through VMCAS).

Number of Designated VMCAS Schools	Fee
1	$241
2	$373
3	$505
4	$637
5	$769
6	$901
7+	Add $132 per additional program

VMCAS Map

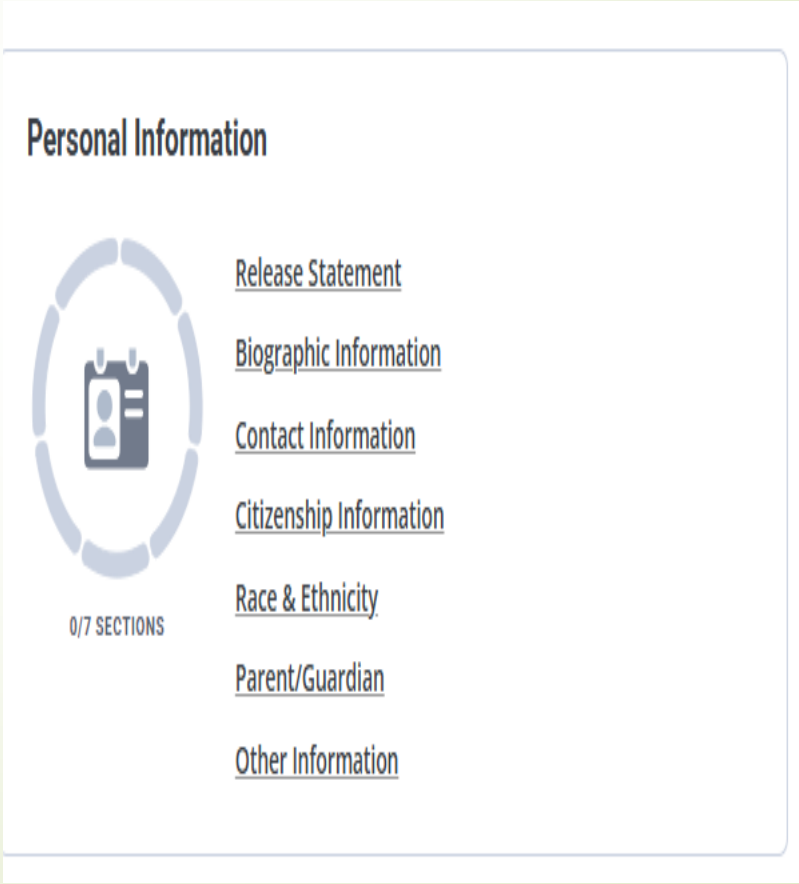
- Personal Information
- Academic History
- Supporting Information
- Program Materials



VMCAS Personal Information

This section is used to gather your biographic and contact information, as well as citizenship, race/ethnicity, and other family information.

- **VMCAS Release Statement**
- **VMCAS Applicant Code of Conduct**
- **Biographic Information**
- **Contact Information**
- **Citizenship Information**
- **Parent/Guardian**
- **Race & Ethnicity**
- **Other Information**



VMCAS Release Statement

1. Applicants must act with honesty, integrity, professionalism, and good judgment throughout the entire VMCAS application process.

2. All deadlines, instructions, and requirements listed in VMCAS communications must be followed, including the **September 15th, 11:59 PM ET** submission deadline.

3. Applicants are responsible for checking emails and portal notifications regularly and resolving any missing items promptly.

4. All information submitted must be truthful, complete, and accurate — including academic history, transcripts, evaluations, coursework, and all written statements.

5. Misrepresentation of identity, falsification of documents, plagiarism, or omitting academic history is strictly prohibited.

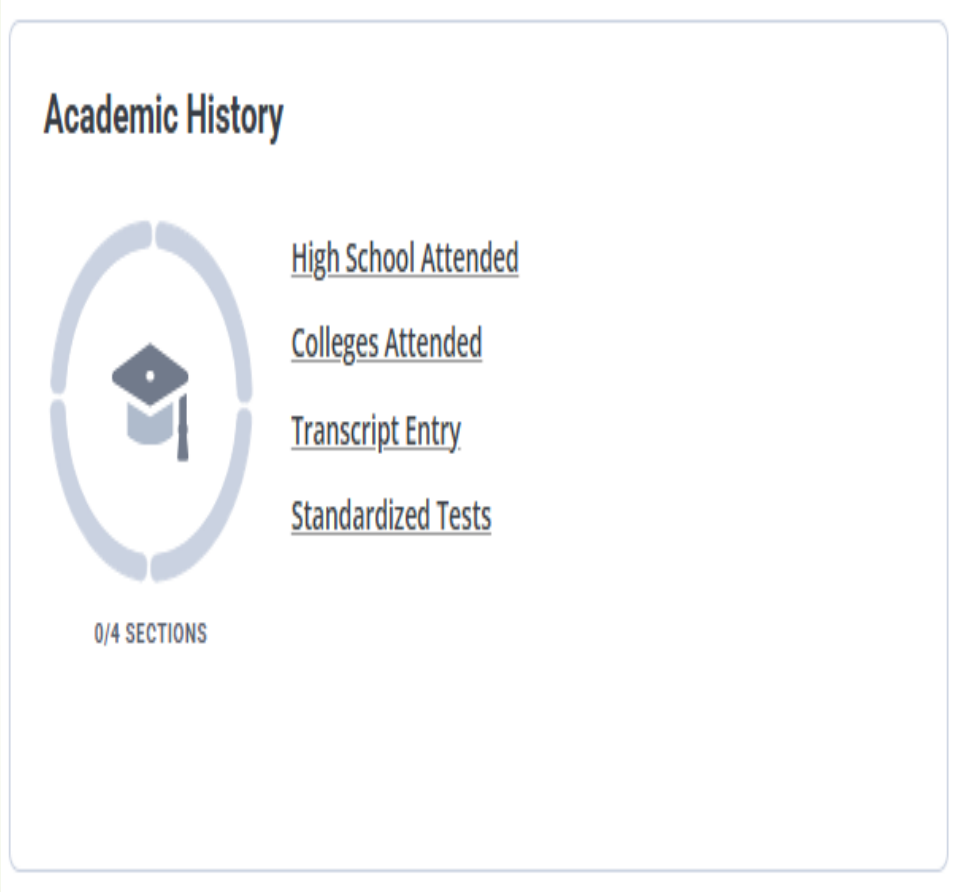
6. All application content must be original and reflect the applicant's own experiences; only general editing or feedback from others is permitted.

7. Any form of dishonesty or withholding of information may result in denial of admission, rescinded offers, or notice of violations being sent to veterinary programs.

VMCAS Academic History

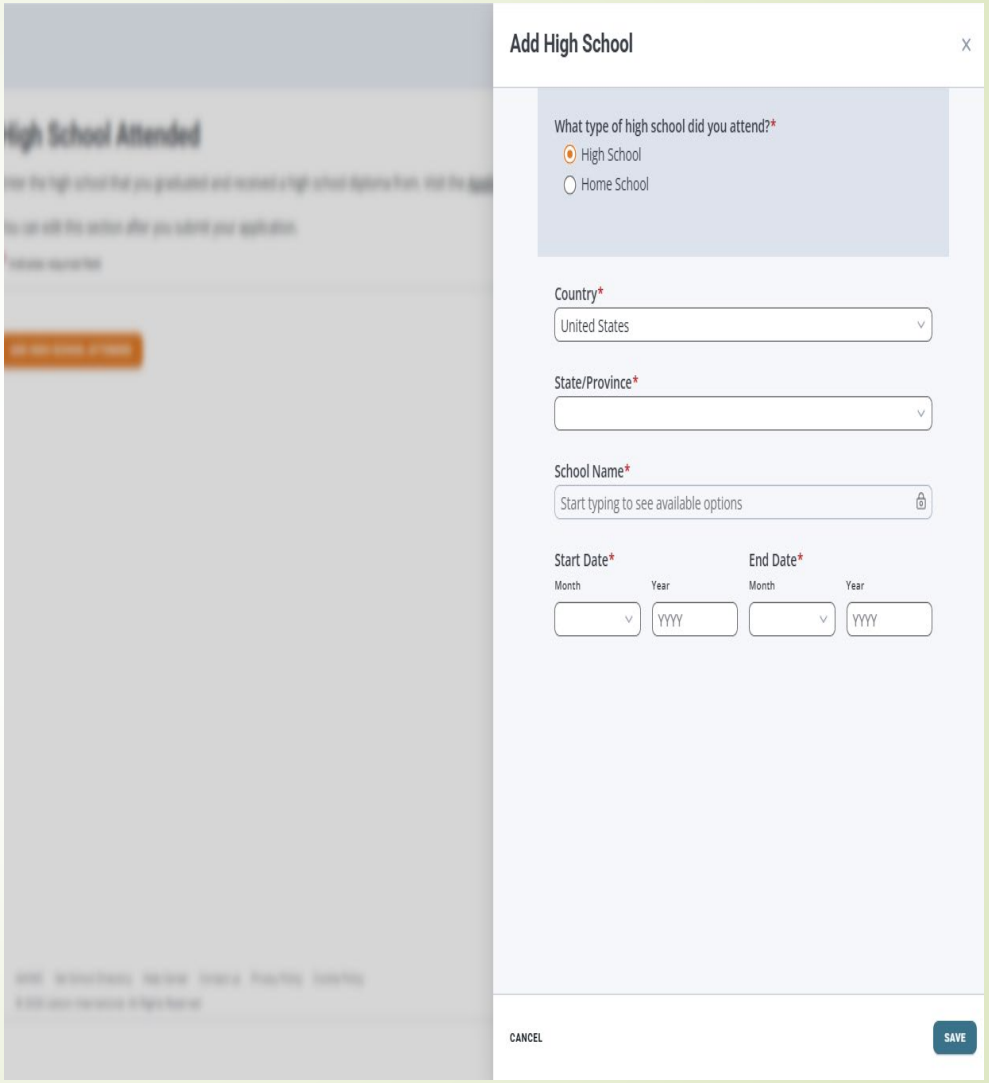
This section is where you input the high schools and colleges you attended, as well as any coursework completed. Additionally, you can provide information about tests you have taken or plan to take, such as the GRE, MCAT, or TOEFL.

- **High School Attended**
- **Colleges Attended**
- **VMCAS Transcript Entry**
- **Professional Transcript Entry Service (PTE)**
- **VMCAS Course Subjects**
- **Standardized Tests**



High School Attended

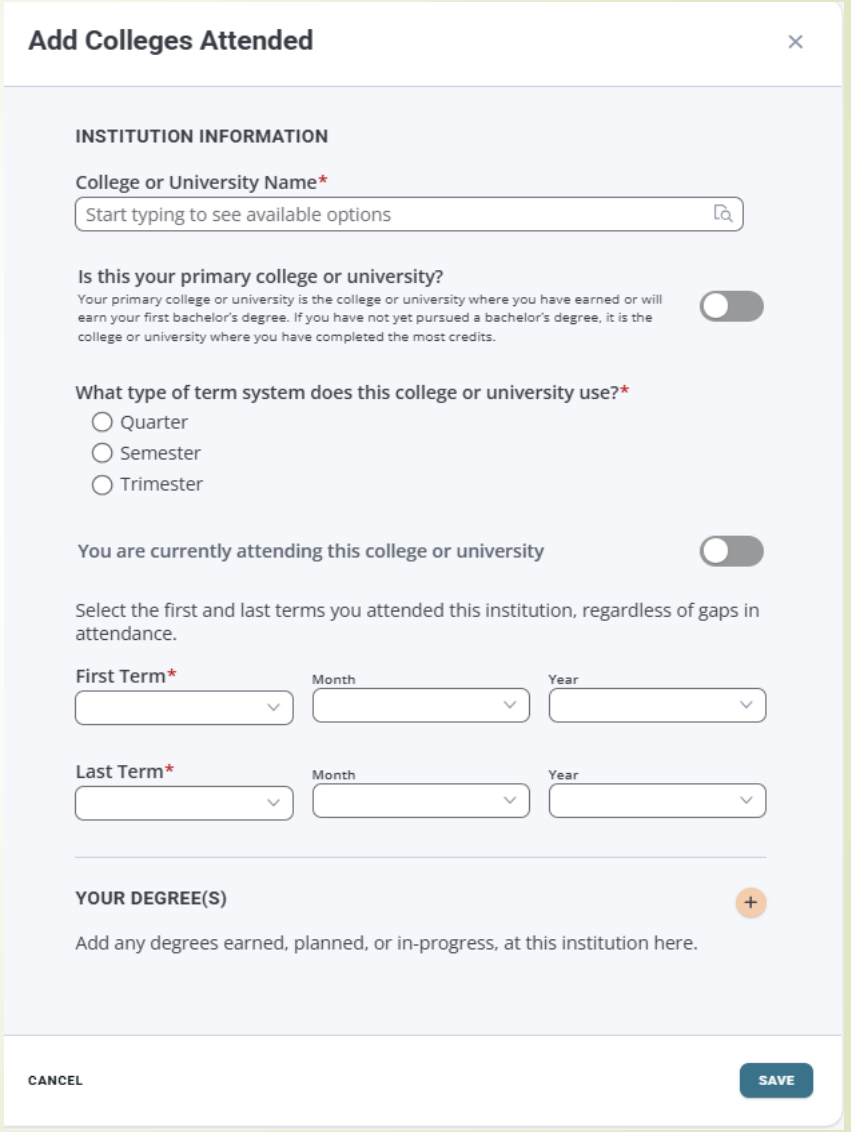
- **Add Your High School**
- Enter the name of your high school, the city and state where it is located, and graduation date, if applicable.
  - If you attended multiple high schools, only list the high school that you graduated and received a high school diploma from.
  - If you attended a high school outside of the United States, select **International**.
  - If you received your GED, please list GED as the name of the high school you attended, and the city/state which awarded your GED degree.



Colleges Attended

Requirements

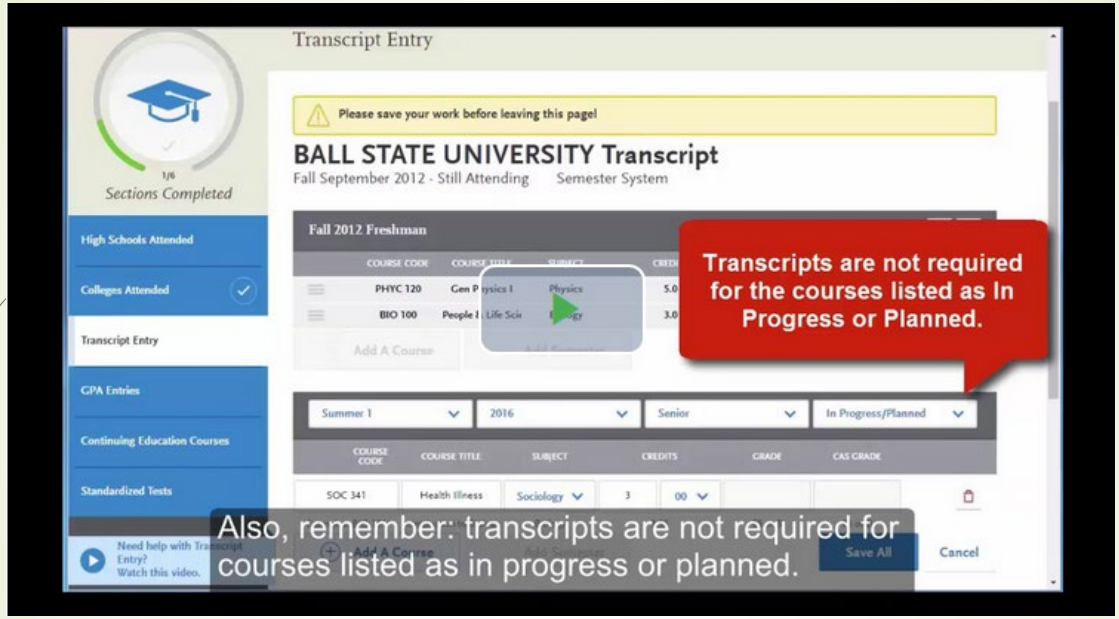
- Report all institutions attended, regardless of:
- Their relevance to the programs to which you're applying, and
- Whether the coursework completed there was transferred to another institution.
- Report each institution only once, regardless of the number of degrees earned or gaps in the dates of attendance. Visit the Applicant Help Center for more information.
- You must send VMCAS all official transcripts either electronically or by mail; we do not accept transcripts via email.
- If you attended a foreign (i.e., non-US, non-English-Canadian, or Caribbean medical school) institution, you must send VMCAS an official WES (World Education Services) ICAP course-by-course evaluation electronically. See Sending Official Transcripts to VMCAS for more information.
- Once you submit your application, you cannot edit previously entered colleges and universities, but you can add new colleges and universities.
- Send official transcripts for each institution (with the exception of study abroad; see Study Abroad and Overseas US Institution Transcripts for more information).



VMCAS Transcript Entry

- Requirements
  - Reporting coursework accurately is your responsibility. Since credit values, grade values, and course subjects vary widely from school to school, your programs need some type of standardization so they can accurately compare applicants. This standardization is achieved by using your coursework to create a standard set of GPAs, ensuring you are compared to other applicants fairly and equally.
  - Complete the Colleges Attended section before entering your courses.
  - Report all courses on your transcripts, not just prerequisites. Be sure to include courses from which you withdrew, repeated courses, ungraded labs, test credits, gym courses, orientations, or other non-graded courses.
  - Use official copies of your transcripts. Coursework must exactly match your official transcripts; don't use an unofficial version, like a printout from your school's website. List your courses under the correct term, year, and class level. Department prefixes and course numbers must precisely match those on your transcripts.
  - Enter courses under the institution where you originally took the course, exactly as they appear on the original school's transcript. Don't list courses under the school in which the credits were transferred. You may need to go back to your Colleges Attended and add a school to enter the transfer credits for.
- Note that if you don't want to enter all your coursework yourself, our specialists can enter it for you for an additional fee. See the Professional Transcript Entry Service (PTE) topic for more information.

VMCAS Transcript Entry



**Click on image to take you to video. If you have issues with this, click here.

VMCAS Transcript Entry

- **Enter a Term**

1. Click **Start** to begin entering courses for a college or university.
2. Add a semester, quarter, or trimester depending on the term system you selected in the **Colleges Attended** section.
3. Select a term.
4. Select a year. Options are based on the time spans you selected in the **Colleges Attended** section.
5. Select an academic status. Academic status refers to your status during the term you are inputting, not your current status. Refer to the list of Academic Status definitions below for more information. If you're entering courses for a term that is currently in progress or planned, select **In Progress/Planned**.
6. Click **Save**.
7. Continue adding terms, as needed.

- **Academic Status Definitions**

  - **Freshman-Senior**: Applies to all college- or university-level courses taken prior to your first bachelor's degree. In general, four-year students should list one year per designation and five-year students should list their last two years as senior. Non-traditional students should label their terms as evenly as possible in chronological order.
    - Dual enrollment courses (college courses taken during high school) are considered Freshman and should be listed under the college where you took them. Do **not** report these courses again as transfer credits at your undergraduate institution.
  - **Post-Baccalaureate:** Applies to undergraduate level courses taken after your first bachelor's degree is earned. If you earned a second bachelor's degree, that is considered post-baccalaureate.
  - **Graduate**: Applies to master's degree- and doctorate degree-level work only, regardless of whether the degree was earned. Work such as that taken in pursuit of a Ph.D, MD, PharmD, JD, JurisD, LL.D, DC., etc. are considered doctorate degree-level.

VMCAS Transcript Entry

- Enter Courses for a Completed Term
  - Click Add A Course under the appropriate term.
  - Enter the course code. Department prefixes and course numbers must exactly match what appears on your official transcript.
  - Enter the course title. You can abbreviate it if it does not fit in the text box.
  - Select the course subject. If you're unsure, make your best guess; our team will help you if it doesn't match.
  - Enter the course credits exactly as they appear on your transcript. See the Course Credits section below for more details.
  - Enter the grade exactly as it appears on your transcript, including any pluses or minuses.
    - If your grades are listed as "BA," "CB," or "DC," you must list them as "AB," "BC," and "CD" in order for the system to recognize them.
    - If your grades are listed as numbers (e.g., 93), enter them exactly as they appear on your transcript. They will automatically convert to the equivalent CAS letter grade.
  - The CAS Grade populates automatically. This allows us to standardize your coursework for all programs and cannot be edited.
  - Continue adding courses, as needed.
- Enter Courses for an In-Progress or Planned Term
  - You should enter any courses that you are currently taking or plan to take in the near future. This is not required, but is strongly recommended, as some programs require it. Note, however, that any term containing In Progress/Planned courses cannot be marked as complete; the entire term must be marked as In Progress/Planned. Contact your programs to determine if they require planned or in-progress coursework to be listed. Once you complete in-progress courses, you can update them in the application.
  - Make sure that you selected In Progress/Planned for the term you're listing the course under. This alerts the system that you aren't required to enter a grade for this course.
  - Enter the expected course credits. Depending on the format of your credits, you may need to convert them. See the Course Credits section below for more details.
  - Continue adding courses, as needed.

Sending Transcripts

For each college or university entered, click Order and select if you are ordering electronic transcripts (recommended) or submitting a transcript via mail. See Sending Official Transcripts to VMCAS for more information.

Note that if you attended a foreign college or university – and depending on your program's requirements – you may be required to send a foreign evaluation. See Sending Official Transcripts to VMCAS for more information.

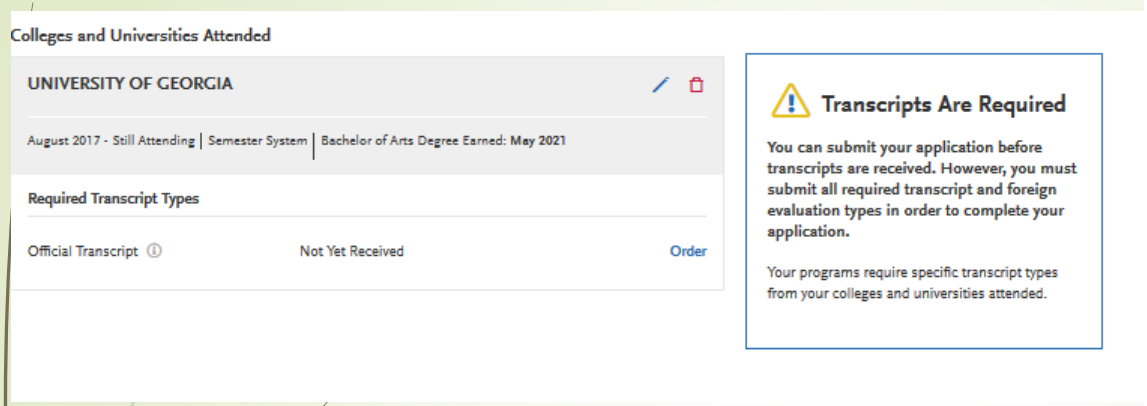
Requirements

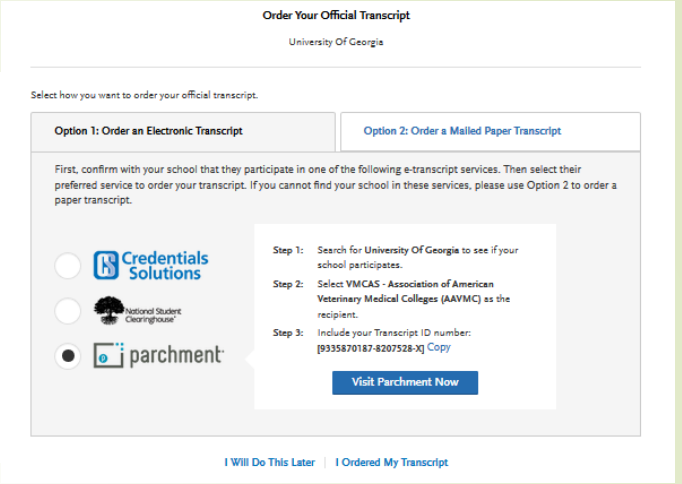
- Transcripts must be sent to VMCAS from all US and English-speaking Canadian institutions you listed in the Colleges Attended section of your application, even if the courses later transferred to another institution. We cannot process your application without receiving all of your transcripts.
- Do not send foreign transcripts (non-US/non-English-Canadian). This includes transcripts from Caribbean and French-Canadian schools. We cannot accept these documents and they will be destroyed. See the Foreign and French-Canadian Transcripts section for more details.
- Transcripts must be original. Transcripts that are photocopied, faxed, on file at a career center or Interfolio, etc. are not accepted.
- Transcripts must be addressed to VMCAS. Transcripts addressed to you, a program, school, or any address other than VMCAS are not accepted.
- Transcripts must be mailed by your registrar. For security purposes, we cannot accept transcripts mailed by you or anyone other than the registrar. If anything on your transcript indicates that it was issued to the student, picked up by you, or mailed to any address other than VMCAS, your transcript will be rejected and you will need to send a new one.
- In rare occurrences where a school's computer system can only include the applicant's name in the transcript's Issue to field, instruct the registrar to mail the transcript to VMCAS and include a letter stating the registrar's policy for addressing transcripts. Transcripts will not be accepted without this letter. Additionally, the transcript cannot have an "Issued to Student" or "Student Copy" stamp and cannot be picked up by the applicant.

Sending Transcripts Electronically

- In rare cases, if your institution cannot submit official transcripts by mail or electronically from Credentials Solutions, Parchment, or National Student Clearinghouse due to the COVID-19 pandemic, we can accept official transcripts sent via email from the Registrar directly. Your institution can contact the Customer Service team for more information.
- We cannot accept transcripts sent via email from applicants.
- VMCAS only accepts electronic transcripts from Credentials Solutions, Parchment, and National Student Clearinghouse. If your school does not offer any of these services, your transcript must be sent by mail.
- If your school requires that you use a service other than Credentials Solutions, Parchment, or National Student Clearinghouse, you should ask that service to mail the transcripts instead of sending them electronically. Since you cannot include the Transcript Request Form, you should include your full VMCAS ID number when entering the VMCAS mailing address.
- When using any of these services, select VMCAS as the recipient. If you can't select VMCAS and instead are asked for an email address, your transcript must be sent by mail. Do not send your transcript to the VMCAS customer service email.
- UGA uses Parchment:
  - Parchment
  - Click here to see if your school offers the Parchment service. If your school is not listed, your transcript must be sent by mail. Otherwise, follow the instructions to proceed. Once your transcript is requested, it takes up to seven business days for it to post to your application. If your transcript is not posted after this timeframe, contact Parchment directly to confirm the order was completed, then contact customer service.

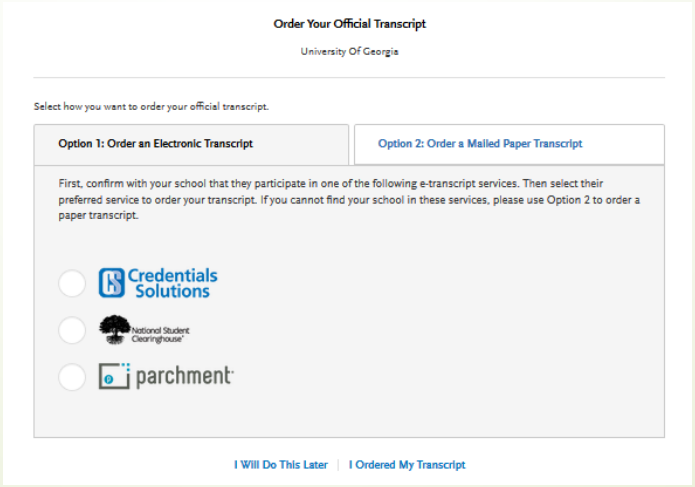
Transcript Process





1. Under each institution you enter, you will need to select "order," to send your transcripts electronically.

2. Once you select order, you will be taken to another page that lists an option to choose your e-transcript service. You will select parchment for your UGA transcript.

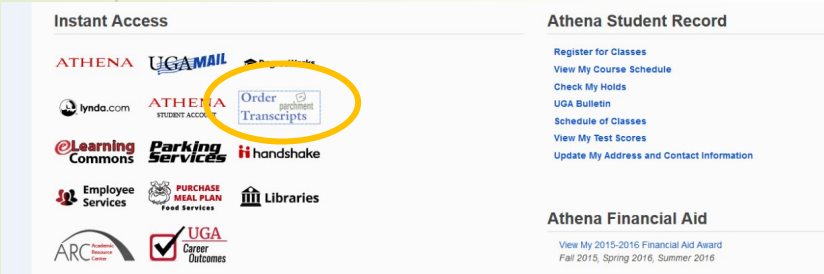


3. Once you select parchment you will need to copy step 3 which is your Transcript ID number. You will need this when you order your transcripts in Athena.

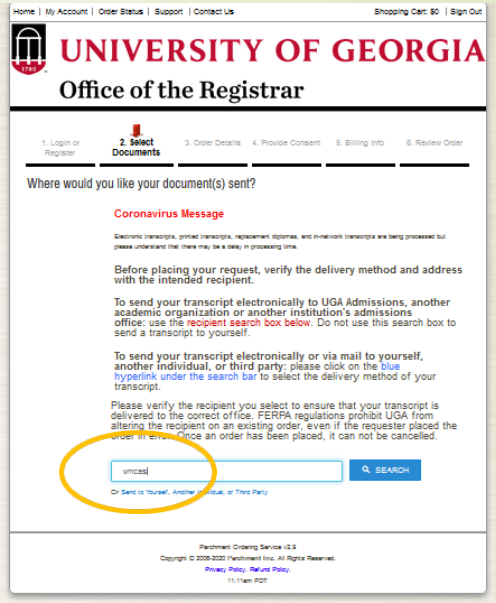
4. Next, click on I will do this later after you copy your link and head to the UGA portal.

Transcript Process

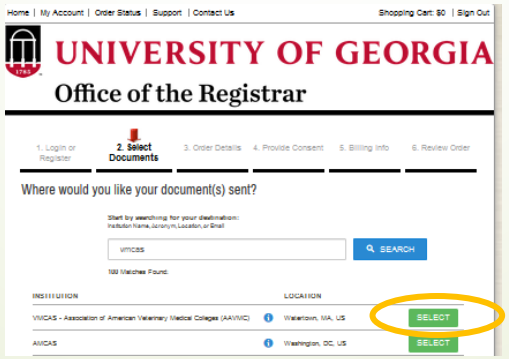
- **Once you are on the UGA portal site, c**hoose Order Transcripts (Parchment). Log in with your student ID and password. Then select transcript.



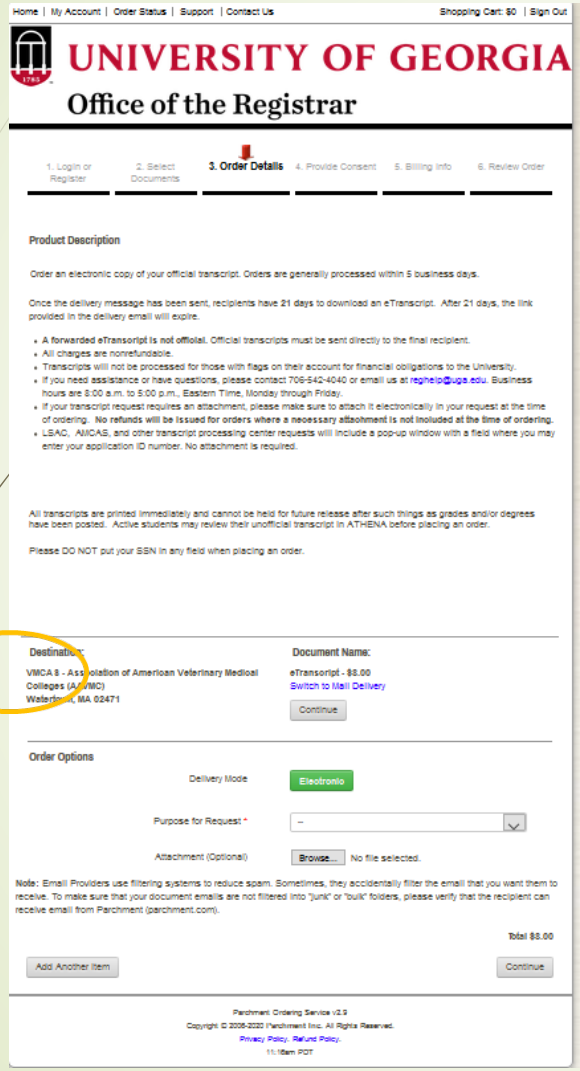
Once you click on the Parchment icon it will direct you to another page. Type in **VMCAS** under institution and follow the instructions. Remember **DO NOT** send your transcripts before the application opens.



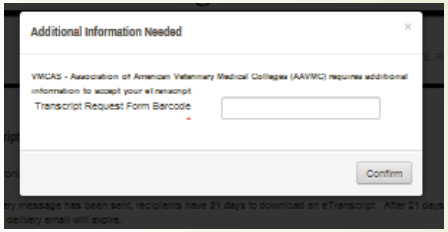
Make sure you select VMCAS from the results



Transcript Process



In this section you will select continue under Document name and paste the Transcript ID that you copied in the previous section. Hit confirm and it will take you back to the main page.



Next make sure the delivery mode is electron and under purpose of request you will select applying to gradate/professional program.

Now you are ready to checkout. You will see the cost is $8.00 and you will be taken to a FERPA disclaimer, click next, confirm your order and check that your transcript will be sent to VMCAS. Then click confirm and complete payment.

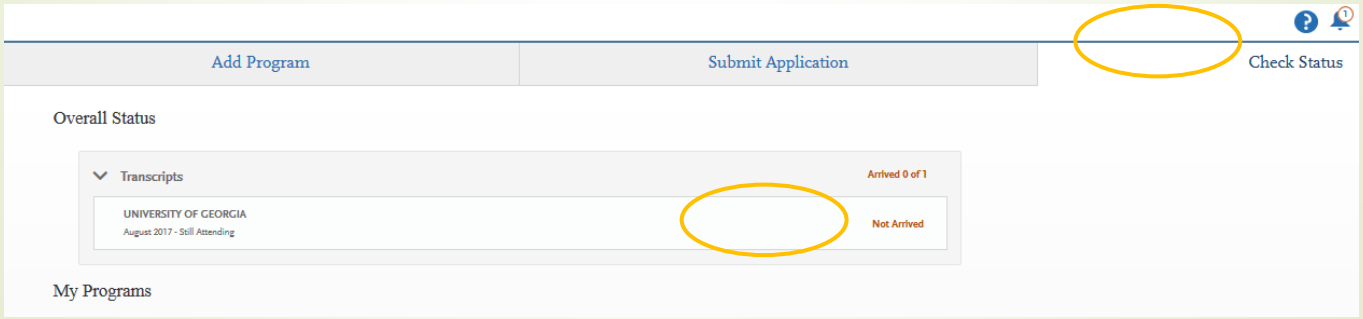
Transcript Process

- **Here are the top three things you should do to ensure you successfully match your transcript to your VMCAS application:**

1. **List the institution in the "Colleges Attended" section.**
2. **Copy the "Transcript ID," and copy it into the official transcript request form.**
3. **Request ALL transcripts the moment the application opens.**

NOTE: Please list any alternate names used such as nickname, maiden name, or name variance in the Alternate Name field under the Biographic section of the application.

*****Monitor the application to ensure the transcript is received. It is the applicant's responsibility to monitor their application for transcript receipt, even after the application is submitted. VMCAS will NOT notify applicants concerning missing transcripts. If it has been longer than 10 business days since the transcript was mailed and it has not been posted, the materials should be resubmitted. The status of all transcripts can be view in the "Check Status" tab at the top of the application home screen.**



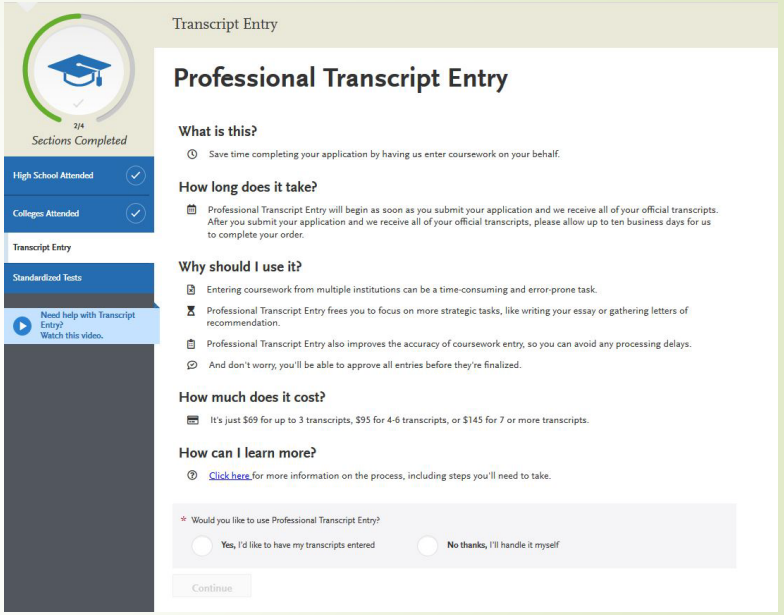
Professional Transcript Entry

If you prefer not to enter all your coursework yourself, the Professional Transcript Entry Service (PTE) specialists can enter it for you for an additional fee. This service is only available for completed coursework from accredited schools. Coursework from unlisted schools, foreign coursework, and planned/in-progress courses are ineligible for PTE and must be entered by you.

Note that the PTE specialists only enter the information listed on your official transcripts and do not correct errors for coursework you have already entered. If you entered coursework and made a mistake or did not report an institution, these errors will be communicated to you during the verification process, at which point it will be your responsibility to correct them.

Please refer to the **Refunding/Withdrawing Your Application** page for further payment policies.

If you choose to use PTE, be aware that you must order it by **August 6, 2026.**



Professional Transcript Entry

- **Fees:** Fees for PTE are as follows:
  - 1-3 transcripts: $85 - 4-6 transcripts: $110 - 7 or more transcripts: $160
  - These fees apply only to coursework entry and are in addition to regular application fees. Fee waivers and coupon codes are not available for PTE. Additionally, your PTE payment cannot be transferred to another cycle (e.g., re-applicants, applicants applying in multiple cycles, etc.).
- **Process:** To successfully sign up for PTE, complete the following required steps:

1. Enter any coursework that is **not** eligible for PTE.	Before the PTE process can start, you must enter any coursework that is ineligible for PTE. Ineligible coursework includes planned or in-progress courses and courses taken at unlisted US schools. We cannot enter these courses on your behalf and they must be entered by you before you pay for PTE. Note that once you make your PTE payment, you will be unable to enter any additional planned/in-progress courses until the verification process is complete.
2. Send us your official transcripts.	We must receive all required transcripts before PTE can begin. See **Sending Official Transcripts to VMCAS** for more details. Monitor your application to ensure your transcripts are received. On average, it takes up to seven business days from the date we receive your transcripts to post them to your application. Once your transcripts post, you will receive a confirmation email and you can view your transcript receipt dates on the **Check Status** tab.
3. Sign up and pay for PTE.	Click **Tell Me More** at the bottom of the **Transcript Entry** page and follow the prompts to sign up for PTE and enter your payment information. Payments are non-refundable and can only be made online via credit card. After making your payment, you can continue adding colleges attended for PTE until you submit your application. You cannot add any colleges attended for PTE once your application is submitted or during the Academic Update period (if applicable).
4. Submit and complete your application	Before PTE, you must submit and pay for your application. Once your application is submitted and we receive your transcripts, we will begin work on your application within ten business days. Note that applications are placed in line for PTE on a first-come, first-served basis.

Professional Transcript Entry

- **Turnaround Time**
  - Once all the requirements are met, it may take up to ten business days for transcript entry to be completed. Your application will not be given a Complete Date and moved into the verification queue until your coursework entry is approved, at which point it can take up to an additional two weeks to be verified. Please keep these turnaround times and your program's deadline requirements in mind. We are not responsible for missed deadlines due to PTE procedures or turnaround times.
- **Reviewing and Approving Your Coursework Entry**
  - You will receive a notification once your PTE is complete. You should then review the coursework entered by the PTE specialists to ensure it is accurate and approve the entry. You should also match your coursework to any required prerequisite courses in the **Program Materials** section before approving the entry.
  - If you find any issues with the coursework entry, email customer service to determine how to proceed. Wait for corrections to be confirmed and implemented before approving the coursework entry.
  - Once you approve your coursework entry (and complete all other application requirements), your application is given a Complete Date and placed in line for verification. Be sure to approve your coursework in a timely manner to avoid any delays in processing your application.
  - If you reapply in a future cycle, your PTE coursework will only carry forward if you submit your application and approve the PTE coursework entry in the current cycle.

VMCAS Course Subjects

- When completing the Transcript Entry section, you select your course subjects from a standardized list that was created in conjunction with the Association of American Veterinary Medical Colleges (AAVMC). These course subjects fall into categories that VMCAS uses to help calculate several GPAs. All course subjects are included in an overall GPA calculation, including course subjects not listed here.
- If you're not sure which course subject to choose based on the course title, default to the department the course is offered through. During verification, our team will update any course subjects that were incorrectly listed.
- If you disagree with a course subject selected during verification, refer to Disputing and Correcting Course Subjects and GPAs for information on how to dispute a course subject decision. You can only dispute the subject assigned to your course; you cannot dispute the GPA that subject factors into.

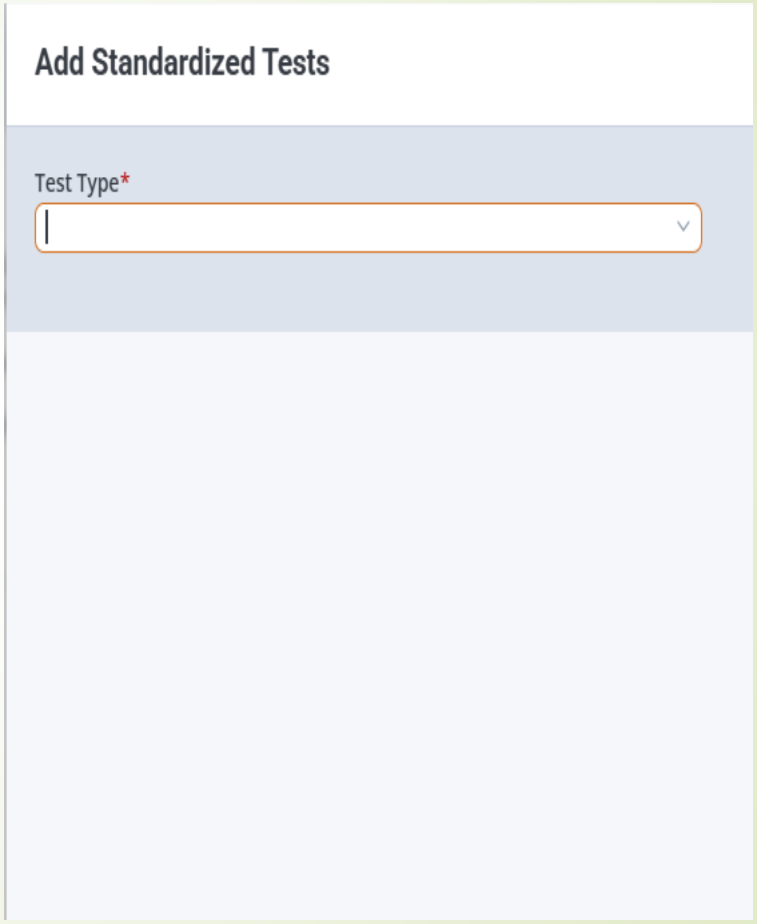
- Click here for the course subjects list.

Standardized Tests

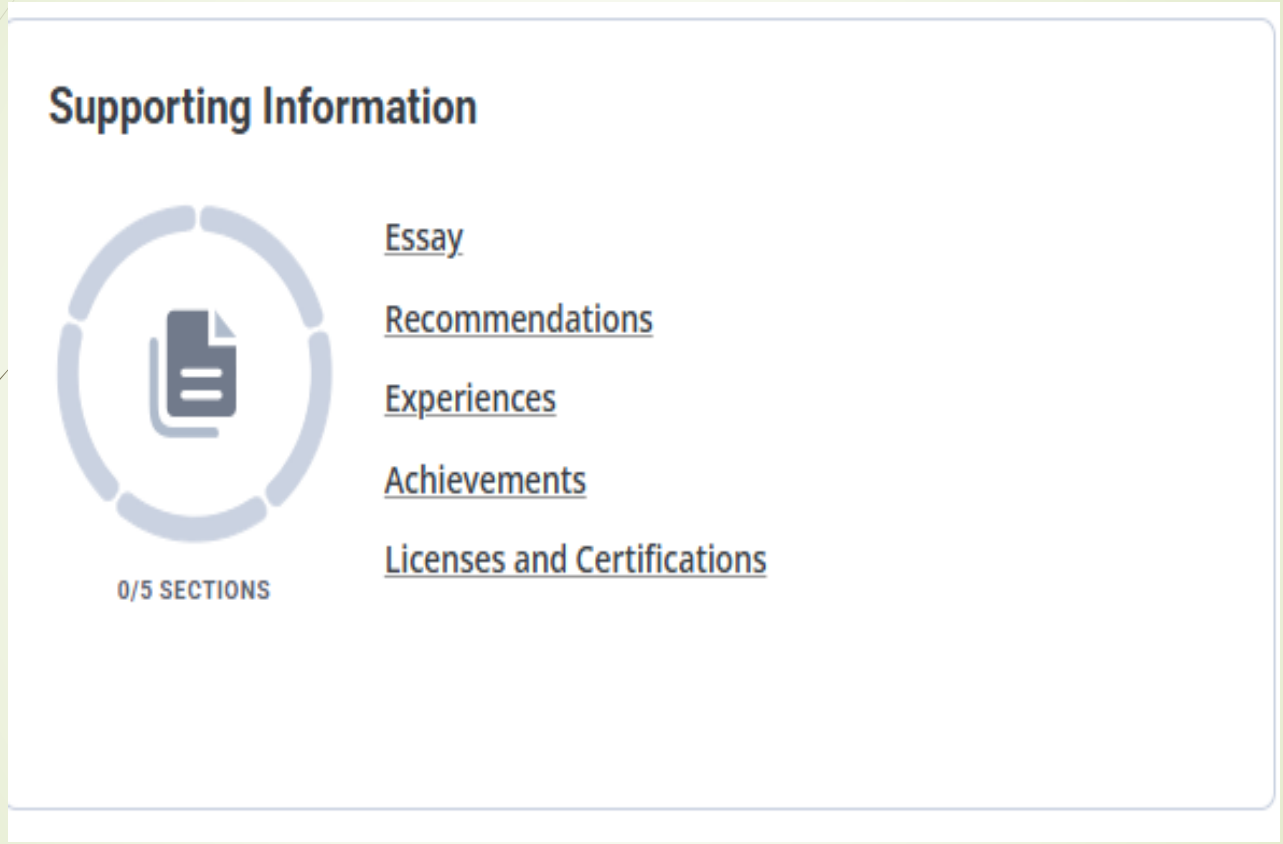
Self-Reported Test Scores

You can self-report your Standardized Test scores or report tests you plan to take in the **Standardized Tests** section. Some of the programs you apply to may require you to report certain test scores; be sure to check with your programs to ensure you are completing all requirements.

Note that self-reporting your scores is not the same as providing official scores to your programs. If your programs require official test scores, see **Sending Official Test Scores** for more information.



VMCAS Supporting Information



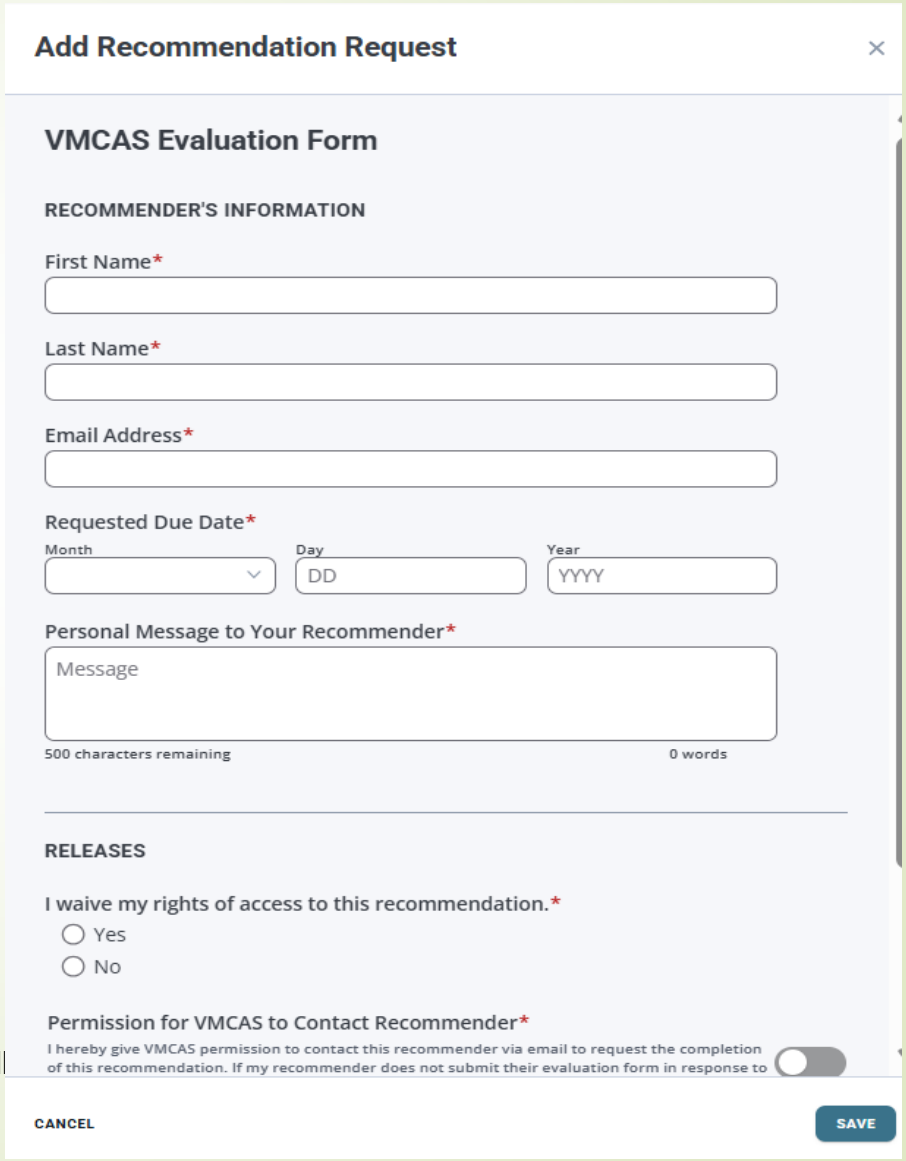
Essays

- Your personal statement is a one-page essay that gives veterinary admissions committees a clear picture of who you are and, most importantly, **why you want to pursue a career in veterinary medicine**. Click here for more information.
  Once you submit your application, you cannot edit this section.
- Although there is no set of rules mandating what a strong personal statement should include, here are a few tips to help you successfully craft an effective personal statement:
  Explain a defining moment that helped steer you toward a career in veterinary medicine. Consider using that moment as the focal point of your essay.
  - Be original and thoughtful: Discuss how you would **contribute to the profession** and patient care, all of which will help you stand out from other applicants.
  - As you are telling us **why you want to pursue a career in veterinary medicine**, explain why you are good candidate for veterinary school. Ask yourself—in a pile of 100 applications, would I enjoy reading my statement? Be sure to convey your passion for veterinary medicine in your statement.
  - Many of you have had meaningful experiences with animals or veterinarians as children and these are important but should only be mentioned briefly.
  - Your application materials already contain a summary of your accomplishments, so avoid repeating information from your transcripts or reference letters.
  - Give yourself time to organize your thoughts, write well and edit as necessary.
  - Ask yourself if this essay is a good representation of your character, ideals and aspirations.
  - Don’t forget to proofread!

Recommendations

Submit an Evaluation Request

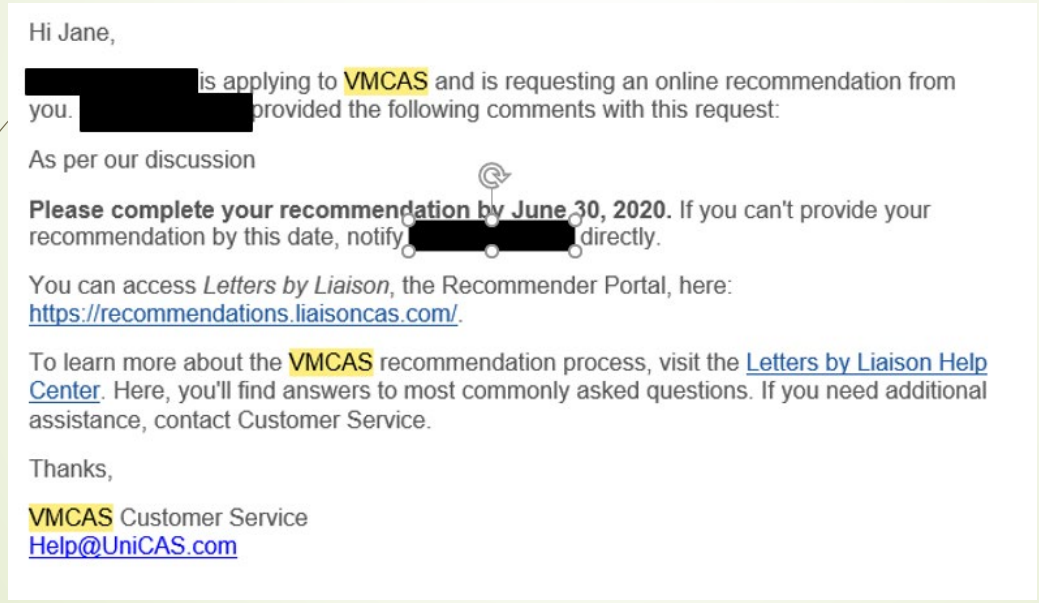
1. In the **Recommendations** section, click **Create Recommendation Request**.
2. Enter the recommender's full name and email address.
3. Select the date by which you would like this recommendation completed. This date should be before your program(s) deadline.
4. Enter a brief message or note for the recommender.
5. Select whether you want to waive your right of access to the recommendation. See **Waiver** below.
6. Click the checkboxes to indicate your permission for us (and programs) to contact your recommenders.
7. Click **Save This Recommendation Request** to submit it. Once you do so, an email is immediately sent to the recommender.
8. Confirm with your recommenders that they received the email notification.
9. Use the **Check Status** tab to monitor the status of your recommendations. Completed recommendations are marked as "Complete" and have a Complete Date listed. Follow up with your recommenders if their recommendations are still marked as "Requested" or "Accepted." It is your responsibility to ensure that recommendation requests are received and completed on time. We will not notify applicants about missing recommendations.



Recommendations

When an applicant saves an evaluation request, the evaluator will receive an email request to complete the evaluation.

The email will include a link to an online portal where the evaluator can upload a letter.



Hi Jane,

[redacted] is applying to VMCAS and is requesting an online recommendation from you. [redacted] provided the following comments with this request:

As per our discussion

Please complete your recommendation by June 30, 2020. If you can't provide your recommendation by this date, notify [redacted] directly.

You can access *Letters by Liaison*, the Recommender Portal, here: https://recommendations.liaisoncas.com/.

To learn more about the VMCAS recommendation process, visit the Letters by Liaison Help Center. Here, you'll find answers to most commonly asked questions. If you need additional assistance, contact Customer Service.

Thanks,

VMCAS Customer Service
Help@UniCAS.com

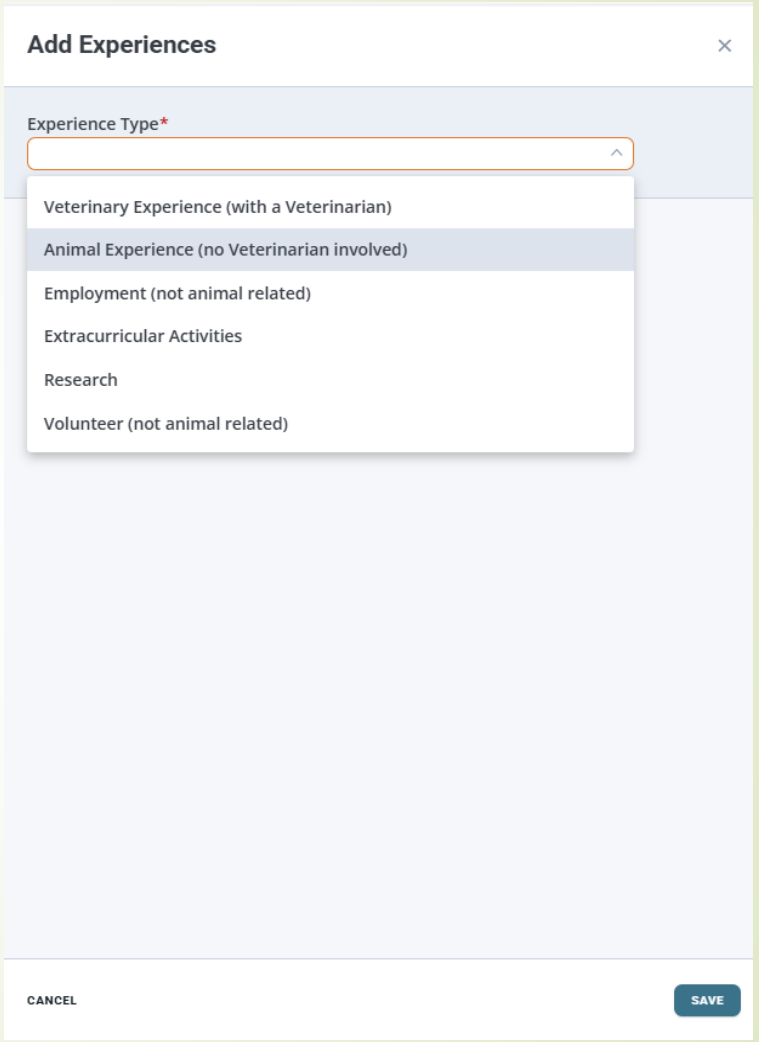
Recommendations

- Be sure to register a minimum of three recommenders in the eLOR section as soon as you begin your application to allow the maximum time for recommenders to complete your letters of recommendation.
- Be sure to verify that your recommenders have received the e-mail request and have submitted your recommendations by September 15, 2021. *(VMCAS requires three (3) recommendations to be submitted prior to releasing your application for transcript verification) See: Transcript Verification Page for more information)*
- VMCAS only accepts electronic recommendations submitted through the VMCAS Recommendation Portal.
- Check the eLOR section to verify that your recommendations have been received by VMCAS.

Experiences

In this section, you can enter your professional experiences in several categories, or types. Review the type definitions below, consider the duties you performed during the experience, and use your best judgment to determine which category your experience falls into. If you have any questions about your experiences fulfilling an individual program's requirements, inquire with that program directly.

Although you can enter any experiences that you believe are relevant to your application, we recommend focusing on those experiences within the last 10 years and at the collegiate level and above. Enter only current and in-progress experiences, and check your program's requirements regarding documentation.



Experiences

- **Experience Types**
  - **Animal Experience/Personal Pet Care (no Veterinarian involved):** Animal Experiences include farm and ranch experience, 4-H membership, animal training, or similar activities that were **not under the supervision of a veterinarian**. Experiences listed as Animal Experience should be different from those entered for Veterinary and Employment experiences.
  - **Employment (not animal-related):** Employment includes paid work done outside of the animal or veterinary field - for example, a retail or restaurant job. Do not include any experiences listed as Veterinary, Animal, or Research.
  - **Extracurricular Activities:** Extracurricular activities include experiences you were involved with from high school until the present, including sports/intramurals, clubs, honor societies, committees, community activities, social activities, fraternities/sororities, certifications, and hobbies. List the most recent first.
  - **Research:** Research experience includes any animal and veterinary research, as well as other field and/or laboratory-based research. Include specific details about your work/involvement, including whether the research experience provided an opportunity to present or publish.
  - **Veterinary Experience (with a Veterinarian):** Veterinary Experience includes any veterinary clinical, agribusiness, or health science experiences that took place under the supervision of a veterinarian. Experiences listed as Veterinary Experience should be different from those entered for Animal and Employment experiences. Do not list any veterinary research experience.
  - **Volunteer (not animal-related):** Volunteer work includes experiences outside of the animal care field - for example, Habitat for Humanity, tutoring students, participating in or working for a fundraiser walk or blood drive, etc.

Utilize Core Competencies For Experience Section

- There are 15 Core Competencies created by the AAMC (Association of American Medical Colleges) and you can utilize these Core Competencies to help you write your 600 character description for all your experiences. Even though this was created for pre-med students, it is still useful to use as a pre-vet student. A competency is an observable behavior that combines knowledge, skills, values, and attitudes related to a specific activity. There are four categories: Interpersonal, Intrapersonal, Thinking and Reasoning and Science

- This will help you understand how your experiences, particularly those which are not related to healthcare, are viewed and evaluated.

- The work and activities you are already involved with, and your life experiences, likely demonstrate these competencies. For example, you can demonstrate the scientific inquiry competency by excelling in scientific research, or illustrate a service orientation competency by leading a service trip.

- Click here for a Core Competencies Worksheet.

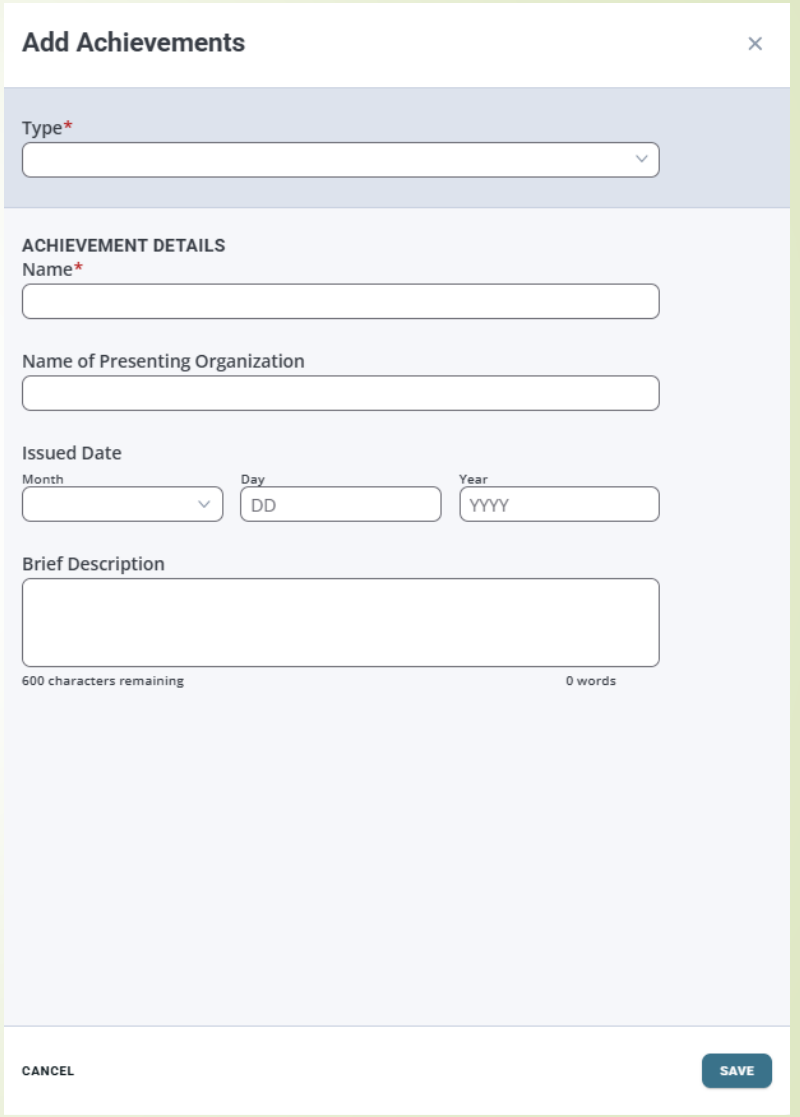
Achievements

Overview

In this section, you can enter any relevant professional or academic achievements in several categories, or types. Review the definitions below, consider the achievement you earned, and choose the category that you think best fits.

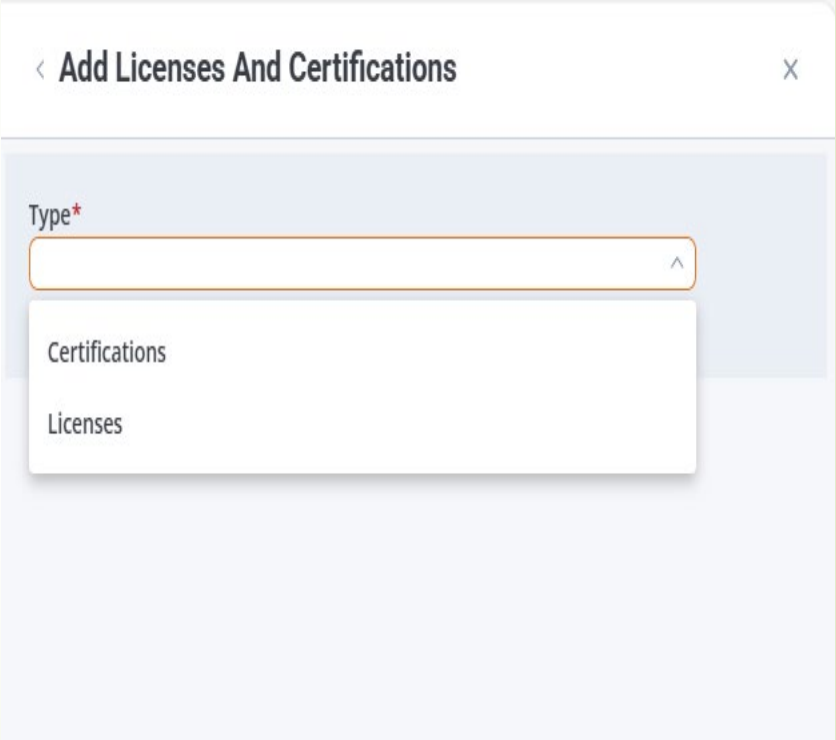
Although you can enter any achievements that you believe are relevant to your application, we recommend focusing on those achievements within the last 10 years and at the collegiate level and above.

- **Achievement Types**
  - **Awards:** Awards received as a prize, such as trophies and medals.
  - **Honors:** Honors received as a special distinction for work done, including Dean's List and memberships in honor societies.
  - **Scholarships:** Scholarships earned based on academic, athletic, and other achievements.
  - Enter a brief description, especially if the achievement is not clear based on its title. You can also note if any special circumstances surrounded it. If your achievement was awarded multiple times (e.g., Dean's List), use this field to explain that instead of creating multiple instances.
  - Click **Save This Achievement**. Your saved achievements will not display in any particular order, regardless of the order or dates you enter.
- Note that once you submit your application, you cannot edit or remove your achievements; however, you can continue to add new achievements, as needed.



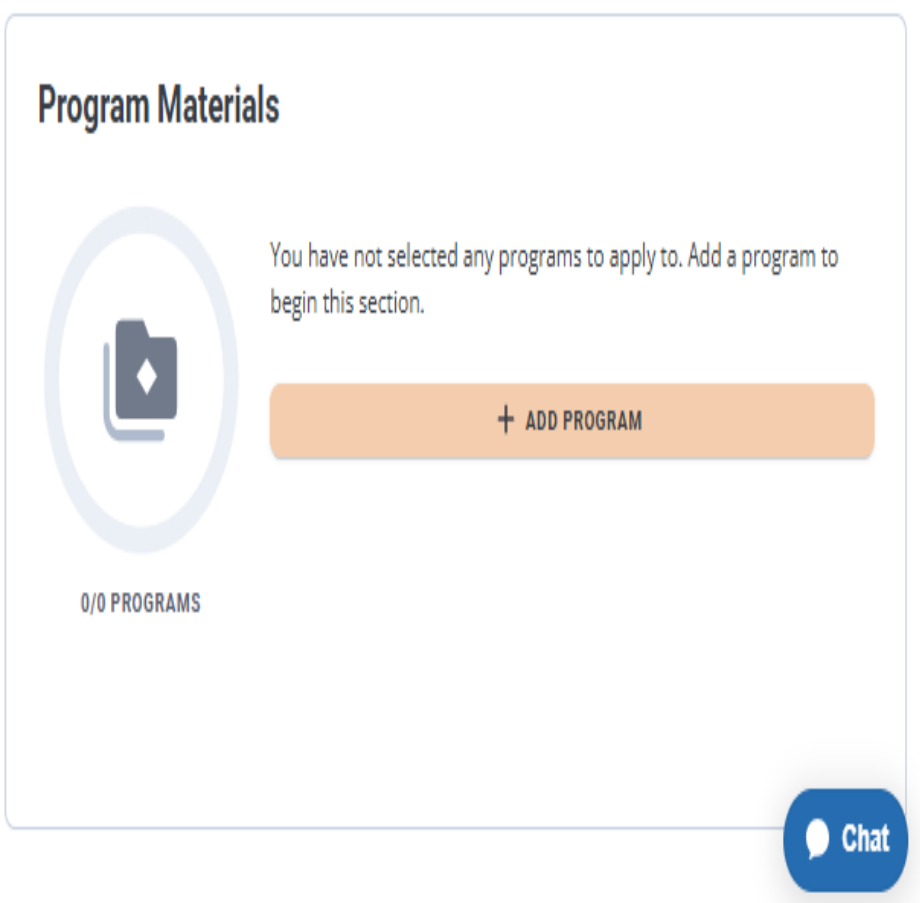
Licenses and Certifications

- Provide information about current professional certifications.
- List only valid certifications.
  - While VMCAS does not verify the information entered here, it is recommended to contact individual programs to determine if they require any official documentation of any license or certification listed here



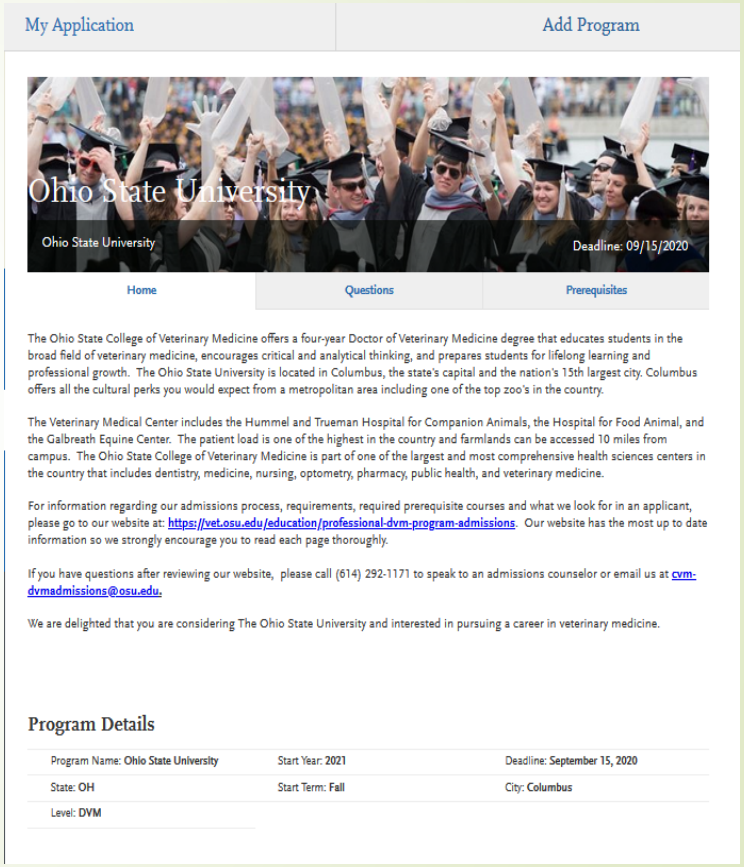
VMCAS Program Materials

If the specific programs you are applying to have any additional application requirements, use this section to provide the requested information. You can also view important information about each program you are applying to, including deadline requirements.



VMCAS Program Materials

- **Overview**
  - The **Program Materials** section includes additional information and requirements for the programs you selected in the **Add Programs** section. Each program's requirements may vary, so it's important you review this section in detail.
  - Your selected programs appear on the left side of this page; click each program's name to begin your review. Note that depending on your program's requirements, you'll see one or more of the tabs outlined below.
- **Home**
  - The **Home** tab contains the Program Details provided by each program at the start of the application cycle. It includes deadlines and other information specific to the program. Be sure to review this page carefully for any additional instructions, information, and/or requirements.
- **Documents**
  - The **Documents** tab is only available for certain programs. If applicable, you can upload documents that will only be visible to that particular program. Documents that do not have a red asterisk are optional and do not need to be uploaded for you to submit your application.
  - Contact the program directly if you have any questions about their specific requirements.
  - If your program provides a PDF form to fill out and upload in this section, you must save and upload it as an image. Depending on your computer's operating system, there may be multiple ways to do this; a Google search can point you in the right direction.
  - Once your application is submitted, you cannot re-upload, update, or edit the documents in any way; however, you can upload new documents.



Submitting and Completing Your VMCAS Application

Before Submitting

- Before you submit your application, be aware of the following:
  - **You can make limited changes after your application is submitted.** You will be able to add new experiences, achievements, and test scores, but you cannot edit existing entries. You can also update recommendations with "new" or "in-progress" statuses and select additional programs to apply to. All other sections will be read-only. Additionally, after the deadline, the application portal will be completely shut down, and your file will be locked and unavailable for viewing, edits, additions, and changes. For your records, we strongly recommend that you print a PDF copy of the application before this date.
  - **You can submit your application before your transcripts and Recommendations are received.** Please note, however, that your application will not be considered “complete” until we receive all official transcripts and payments, and at least three Recommendations are requested and listed.
  - **Do not wait until the last minute.** You can submit your application up until 11:59 PM ET on the deadline date; however, ensure you allow for time to complete the required payment section. You must click **Submit** and complete the final payment information before the deadline in order to guarantee your submission is accepted. Additionally, be aware that during our busiest times you may experience page loading delays, and these may occur outside of customer service's hours of operation. We cannot grant deadline extensions if you miss your deadline.

Submitting and Completing Your VMCAS Application

- **Submitting Your Payment**
  - When you are ready to submit your application, go to the **Submit Application** tab and click **Submit**. Payments can only be made in the application via a credit card. We accept Visa, Mastercard, American Express, and Discover. Credit card payments cannot be made over the phone.
  - Once you submit your application and payment, click **View Payment History** for each program on the **Check Status** page to confirm your payment's receipt.
- **After Submitting**
  - You'll receive a confirmation email acknowledging that your application was submitted. Note that submitting does not mean your application is being reviewed by your programs. Depending on what materials were already received, submitting changes your application status from "In-Progress" to "Received" or "Complete."
- **Completing Your Application**
  - Your application must be considered "complete" to be placed in line for verification. In general, an application is complete when:
  - All official transcripts have been received and posted to your application.
  - Your application fee payment was submitted and marked as received.
  - You submitted your application and received an email confirming it was successfully submitted.
  - Your application Program Status is "Complete."
- Note that your selected programs may have specific requirements for completion (i.e., supplemental applications, official transcripts, document uploads, etc.). We recommend contacting your programs directly to ensure you are meeting all requirements. Failure to submit all required materials may jeopardize your eligibility for admission consideration. Review each program's homepage to ensure you are meeting all requirements.

Check Your VMCAS Notifications and Status

- **Notifications:** As you progress through the application process, you'll receive important notifications and critical alerts. Applicants are responsible for monitoring these notifications and following up on any required actions. To view your notifications, click **View My Notifications** on the left side of the application dashboard.
- **Application Statuses**
  - Applicants are responsible for monitoring the status of an application. Notifications are not sent for any missing items. To help you keep track of your application and all materials, click **Check Status** at the top of the application dashboard.
  - Keep in mind that it takes 7-10 business days from the date of receipt to post transcripts and official test scores to your application. Recommendations are immediately updated once received from your recommender.
  - Your application status may be:
- **In Progress:** Your application has not yet been submitted, or you haven't paid the application fee.
- **Received:** Your application has been submitted, but you are missing required documents.
- **Complete:** All required materials were received, and your application is in line for verification and is considered complete. Note that your programs may require additional materials for your application to be considered complete. Check with each program for more details. Once your application enters this status, it takes two weeks (on average) to move to the Verified status.
- **Undelivered:** This status indicates that an error was found and your application was returned to you for corrections. See **Correcting an Undelivered Application**.
- **Verified:** Your application was processed and, if applicable, your GPA was calculated and made available to your programs. You'll receive a confirmation notification that your application was verified. Once your application is verified, you should direct any questions about its status to the program(s) you applied to.

Check Your VMCAS Notifications and Status

- **Transcript Statuses:** If you submit transcripts to VMCAS, your transcript's status may be:
- **Not Arrived:** This status indicates that your transcript is still being processed and has not been posted to your application yet. On average, it takes up to seven business days for your transcript to post to your application from the date we receive it.
- **Arrived:** This status indicates that your transcript has been processed and is now posted to your application. Your transcript will be shared with all your programs.
- **Recommendation Statuses:** If you submit recommendation requests, your recommendation's status may be:
- **Requested:** This status indicates that the request was sent to the recommender, but they have not accepted or declined it. They must accept your request before they can submit their recommendation.
- **Accepted:** This status indicates that the recommender accepted your request but has not yet submitted their recommendation.
- **Completed:** This status indicates that the recommender completed and submitted their recommendation and it was sent to your program(s).
- **Declined:** This status indicates that the recommender declined your recommendation request. You can click **Update Recommenders** to add a new recommendation request.
- **Test Score Status:** If you submit official test scores to VMCAS, your official test score's status is listed as **Accepted** with the date VMCAS received it.

What is VMCAS Verification?

- **Definition**
  - Verification is the process used to ensure all of your coursework was entered correctly and consistently. Since credit values, grade values, and course subjects vary widely from school to school, your programs need some type of standardization so they can accurately compare applicants. This standardization is achieved by using your coursework to create a standard set of GPAs, ensuring you are compared to other applicants fairly and equally.
- Several things happen during verification:
  - Each course you entered in the Transcript Entry section gets placed under a specific course subject category.
  - Each grade you entered in the Transcript Entry section gets converted to a VMCAS grade value.
  - GPAs are calculated using the converted grade values.
  - Your degrees are confirmed as awarded, if applicable.
  - If significant mistakes are found in your application during the verification process, your application will be undelivered, or returned to you for corrections.
- **Timeline**
  - Once all of your required application materials are received, your application's status changes to **Complete** and your application is placed in line to be verified. Verifications occur in chronological order and on average take two weeks to complete. Once your application is verified, you will receive a notification and your application's status will change to **Verified**.

How VMCAS Programs Receive Your Application

When Programs Review Your Application

- Once you pay for and submit your application, you'll receive a confirmation email, and we'll send your application electronically to your programs. Your programs choose when to review your application. Once your application is verified, contact the programs directly with any questions about your application's status.
- Note that programs to which you applied may also require you to submit additional fees and/or application materials (e.g., supplemental applications, letters of recommendation, official transcripts) directly to the institution. Failure to submit all required materials may jeopardize your eligibility for admission consideration. Contact each program directly to ensure you have met **all** requirements.

How VMCAS Programs Receive Your Application

Why Programs Don't Receive Your Application

- Programs don't receive your application when the following occurs:
- You did not submit your application to the program.
- You did not submit payment.
- Your application has an Undelivered status.
- Your application has been placed on hold. Applications are placed on hold when:
  - You have created more than one application account for the cycle, and the duplicates are placed on hold.
  - You have chosen to withdraw your application for the cycle.
  - Your application has been suspended as a result of a code of conduct or ethics violation.
  - A credit card payment was charged back.
- If your application is on hold, contact your program(s) for more information.

Updating Your VMCAS Application

- Once you submit your application, most sections are locked to prevent edits. Updates you can make include:
  - Editing your contact information.
  - Editing your profile information (username, password, security question, etc.).
  - Adding programs with deadlines that have not yet passed.
  - Editing or deleting recommendations that remain incomplete.
  - Adding new test scores, experiences, achievements, and/or certifications, if applicable (you are unable to edit or delete existing entries).
  - Editing program materials for programs you have not yet submitted to (programs you have already submitted to will be locked).
  - After making your updates, click **Update my application** to send the changes to your programs. If you have updates for other sections of your application, submit these updates directly to your programs.

Viewing and Downloading the VMCAS Application PDF

- You can download and view your application in PDF format. From the application dashboard:
  - Navigate to the **Check Status** tab and click the download button next to a program, or
  - Navigate to the **Submit Application** tab and click the download button next to a program.
- Once you download the application PDF, you can print it or save it on your computer.

GOOD LUCK!!!