

APPLICATION INSTRUCTIONS AND CHECKLIST**DEADLINE: January 7, 2007****Submit the following information as directed below (address labels on Page 3):**

- Application Form
- Transcripts
- Official GRE or MCAT scores
- TOEFL score (if applicable)
- Curriculum Vitae
- Letters of Recommendation

Application Form

Please complete the Application Form at the Medical Informatics Pathway website (<http://www.bmi.ucsf.edu/MedicalInformatics.html>) and email it to bmi@cgl.ucsf.edu.

Transcripts

One official transcript is required from all schools attended after high school. These must be mailed to the BMI Graduate Program office.

Official GRE or MCAT scores

For GRE scores, please ask the Educational Testing Service (ETS) to send scores electronically to UCSF. Our university code is R4840. To facilitate review of your application, we ask that you self-report your scores in the Application Form but these scores will not be official until UCSF receives the electronic record from ETS.

For MCAT scores, go to <http://www.aamc.org/students/mcat/sendscores/start.htm> to release your scores to UCSF.

TOEFL

TOEFL scores are not required if you have earned a bachelor's or graduate degree from a college or university accredited by a regional accrediting association in the United States, or the equivalent of either degree from a non-U.S. college or university of recognized standing where all instruction is provided in English. TOEFL scores will otherwise be required and the report should be mailed to the BMI Graduate Program office.

Curriculum Vitae

Please submit your curriculum vitae to bmi@cgl.ucsf.edu along with your Application Form. Your CV should include your educational and employment history as well as a listing of any awards, grants, scientific presentations, and publications.

Letters of Recommendation

Please request at least 3 letters of recommendation to be received by January 7, 2007. At least one of these must be from an advisor familiar with your research skills. Use the form provided at the Medical Informatics Pathway website (<http://www.bmi.ucsf.edu/MedicalInformatics.html>). Put your name on the form and give it to your recommenders with a pre-addressed return envelope addressed to the BMI Graduate Program office. Please remember to follow-up with a reminder to the individuals from whom you have requested letters, to ensure that your application is complete.

Application Fee

The application fee is \$60. Attach your payment to the Payment Form (Page 2) and submit both to the BMI Graduate Program Office.

Application Fee Payment Form

Please mail this form along with your **US\$60** application fee to the BMI Graduate Program Office. Make checks payable to: *University of California Regents.*

Last Name First Name Middle Initial

Social Security Number

Email Address

For Office Use

UCSF Graduate Program in Biological and Medical Informatics

Medical Informatics Application Number: _____



Mailing Labels

Use these mailing labels for both postal or express mail. Copy as needed. The phone number to use for a UPS or FedEx form is 415-514-0249 (Rebecca Brown).

UCSF Program in Biological and Medical Informatics UCSF MC 2280 Mission Bay Campus 600 16th Street, Genentech Hall, Room 524 San Francisco, CA 94158-2517 Attn: Medical Informatics Admissions	UCSF Program in Biological and Medical Informatics UCSF MC 2280 Mission Bay Campus 600 16th Street, Genentech Hall, Room 524 San Francisco, CA 94158-2517 Attn: Medical Informatics Admissions
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