

## Checklist for a Complete File

Applicant's name: \_\_\_\_\_  
(Typed or printed)

Class: \_\_\_\_\_  
(Year of graduation)

Major: \_\_\_\_\_

---

- HPAC form that requests an HPAC cover letter
- HPAC form that provides a list of evaluators
- HPAC form that requests a letter of evaluation (one for each reference)
- A digital (Microsoft Office or pdf) file of your updated resume or c.v.
- A digital (Microsoft Office or pdf) file of your personal statement
- A transcript (one from the Registrar, not Pipeline)
- All standardized test scores (e.g., MCAT, DAT)
- HPAC form that provides summer contact information
- Application service ID # (e.g., AMCAS, AADSAS, VMCAS)
- A digital (Microsoft Office or pdf) list of schools, with complete mailing addresses
- A pdf copy of completed application service report (e.g., AMCAS, AADSAS, VMCAS)