



Master of Physician Assistant Studies Program
Oregon Health & Science University
2019-2020 Application Cycle (Matriculation: June 2020)
CASPA Application Quick Guide

Dates to know:

- April 25, 2019 CASPA opens
- August 1, 2019 **submitted** application deadline **and** August 15, 2019 **verified** application deadline
- August 1, 2019 deadline for completion of HCE (minimum 2,000 hours; no projections made)
- December 31, 2019 deadline for completion of bachelor's degree and prerequisite coursework

Application tips:

- **Review the CASPA FAQ.** Properly completing the CASPA application is imperative for a successful application. Educate yourself on the CASPA process to ensure that your materials are submitted properly and on time.
- **Review the OHSU PA Program website.** We keep our website up to date, so any announcements or changes to our requirements will be published on our site.
- **Ensure requirements are met.** Applications that do not meet our requirements are not competitive in our large applicant pool. Review our website and reach out to us with any specific questions that you can't find answers to.
- **Stay organized.** Requirements and deadlines vary from program to program. Find a way that works for you to organize this information so it's easy to refer back to as you're submitting your application.
- **Pay attention to detail.** Critically review your application to ensure that you have entered correct information. Proof-read your responses. Double check your health care experience entries to make sure the dates are accurate and the number of weeks/total hours are correct and make sense (please do not include future hours in your calculations).
- **Plan ahead.** Work backwards from the application deadline to determine when you need to have your materials in. Allow extra time *just in case*. We do not offer any exceptions to the application deadline.
- **Re-applicants:** Some areas of the application carry over year-to-year and may need updating to be accurate for the new application cycle. **If you had coursework in progress during a previous cycle, you'll need to send a new transcript so CASPA can verify it.** Make sure your health care experience hours reflect the time that has passed. Re-write your personal statement and OHSU supplemental question responses so that you are not simply submitting the same application as before; reflect on what you have done in the time between applications.
- **Track your application status.** It is your responsibility to make sure your application is verified by the August 15 deadline. Pay attention to your application's status. Follow up with CASPA customer service, if needed, to ensure they have everything they need from you so that your application will progress through the verification process in a timely manner.

How to apply:

Applications are available through [CASPA](#) April 25-August 1, 2019. The CASPA application will be your main application to the program. There are additional questions you will answer in the OHSU PA program portal within CASPA; we do not have a supplemental application outside of CASPA nor do we have additional fees to apply.



Application FAQ

Can you explain the two step deadline?

To meet our August 1, 2019 **completed** deadline, you must submit your CASPA application, all required transcripts, 2 of 3 letters of recommendation, and any additional requested supporting materials on or before August 1. We will then allow 2 weeks for your application to become verified by CASPA. Your application must be **verified** by August 15, 2019. CASPA states that the average time for verification is 2 weeks, so you may need to submit your application prior to August 1 to ensure your application will meet our deadlines, *just in case*. Please refer to the CASPA FAQs further questions regarding their verification process and timeline.

Can I have my degree and/or prerequisite coursework in progress at the time of application?

Yes; your bachelor's degree and any pending prerequisites must be complete no later than December 31, 2019 (Fall term 2019). Please list any planned coursework in your CASPA application as "in progress."

Do I need to wait to submit my application until my spring/summer/fall courses are complete?

No; our program does not require official transcripts for coursework in progress at the time of application. Once your courses are complete, please update the grade in CASPA. Please do not send our program official transcripts at that time--we will request them if necessary.

How do I match my coursework to the program's prerequisites in CASPA?

Our program does not require that you match your coursework to our prerequisites, however, it is helpful for both our program and you as an applicant to complete this section as a double check that you meet our requirements. Within this section, match just the minimum required to meet the prerequisite (i.e., if you have taken 8 biology courses, you only need to match two foundational courses to demonstrate the requirement has been met; you don't need to list all 8 courses). The admissions committee will review your transcripts in depth, so all coursework will still be seen; this section is just meant to highlight that the minimum requirements have been met.

When is the deadline for completing the minimum 2,000 hours of health care experience?

Health care experience hours are considered at the time of application, so you need to wait to submit your application until you have met the minimum. If you will not have 2,000 hours minimum by August 1st, then you should wait until the next application cycle to apply.

Can I project my health care experience hours in the CASPA application?

No--please enter the hours as of the date you submit your application. Projected hours are not accepted and make it more difficult for the admissions committee to accurately evaluate your experiences. If you have submitted a previous CASPA application, you'll need to update this section to be accurate for the current cycle.

Should I list my experience as direct patient care or health care related?

This will depend on your specific position duties. Please refer to the CASPA FAQ and do your best to place your experiences in the appropriate category. Our admissions committee will look at and evaluate positions from all categories in the experience section, so they will see all experiences that you list, regardless of if they are in the health care related or patient care categories.

Does your program utilize rolling admissions?

Yes; application are reviewed in the order they are received and as they are received. For this reason, we recommend applying early in the cycle. All verified and complete applications that are received by our deadline will be reviewed, but earlier applications will be offered earlier interview dates.