Coursework and Study Abroad

Contact us:
(p) 603-646-3377
Health.Professions.Program@Dartmouth.edu

Or schedule a meeting on Calendly, links found on the HPP website:
https://www.dartmouth.edu/prehealth/

The AMCAS Application

- Identifying Information
- Schools Attended
  - Study Abroad
- Biographic Information
- Course Work
- Work/Activities
- Letters of Evaluation
- Medical Schools
- Essay(s)
- Standardized Tests

Schools Attended

Transcript Request

ℹ Note: One official transcript is required from each U.S., U.S. Territorial, or Canadian post-secondary institution at which you have attempted course work, regardless of whether credit was earned.

If you click Yes, you must have an official transcript sent to AMCAS by the Registrar's Office of the institution.

If you click No, this means that you are submitting a Transcript Exception Request and does not preclude you from transcript requirements. AMCAS will review your request and notify you if your Transcript Exception is not granted. This may result in delays for processing your application.

Does AMCAS require an official transcript from this school? Generally, a transcript is required. Please review this additional information if you need assistance in determining if a transcript is required. *

🔘 Yes
⚪ No

Applicants should also request a second set of official transcripts for personal use to aid in entering coursework.

Cancel   Save

AAMC

Schools Attended

Add College   ✕

Country *

| Select Country ▼ |

Program Type *

| Select Program Type ▼ |

Start Date *

| MM/YYYY ▦ |
▼

End Date *

| MM/YYYY ▦ |
▼

Other Options

☐ Summer School Only

☐ Study Abroad Program

Advisor Release

ℹ The school-designated advisor(s) have met AMCAS-established requirements and are bound by confidentiality. Information transferred includes your personal/demographic information, work/activity information, credit hours, MCAT scores, GPAs, the names and types of your recommenders, the names of any other schools you have attended, the medical schools to which you have applied and what action those schools have taken, and the status of your application with AMCAS. Additionally, if you applied for fee assistance through the AAMC Fee Assistance Program, and in your fee assistance application agreed to release award information to your health professions advisor this information will be made available along with your application information.

Do you authorize AMCAS to release your application information to the school-designated advisor(s) at this institution? *

○ Yes

○ No

Schools Attended: Study Abroad

Schools Attended: Study Abroad

Transcript Request

ℹ Note: One official transcript is required from each U.S., U.S. Territorial, or Canadian post-secondary institution at which you have attempted course work, regardless of whether credit was earned.

If you click Yes, you must have an official transcript sent to AMCAS by the Registrar's Office of the institution.

If you click No, this means that you are submitting a Transcript Exception Request and does not preclude you from transcript requirements. AMCAS will review your request and notify you if your Transcript Exception is not granted. This may result in delays for processing your application.

Does AMCAS require an official transcript from this school? Generally, a transcript is required. Please review this additional information if you need assistance in determining if a transcript is required. *

○ Yes
● No

Use this form to explain why you believe AMCAS does not require a transcript from this school.

Exception Reason *

○ Canadian CEGEP or Grade 13 Program.

○ Current/Future coursework (spring, summer, fall).

○ Multiple Degree or Consortium/Cross Registration Program with no separate transcript available.

● Foreign Institution or Study abroad program sponsored by U.S., U.S. territorial or Canadian institution- Credits transferred.

○ Foreign Institution - No Credits transferred.

Was credit for this college transferred to another institution? *

● Yes

○ No

School where transfer credits appear *

Dartmouth College

If your transcript shows a grade: Transcript is NOT required
If your transcript does NOT show a grade: Transcript is required

AAMC

Course Work: Before You Begin

You will need the following:
- All official transcripts
- This HPP guide
- HPP AMCAS FAQ page: https://www.dartmouth.edu/prehealth/applying/amcas/faqs_2020_2021.pdf
- The AMCAS Course Classification Guide: https://students-residents.aamc.org/applying-medical-school/article/course-classification-guide/
- Your full attention

Course Work

Add Course   X

ⓘ Please be sure to enter all course(s) in the correct academic year, academic term, and year in school to avoid delays in application processing time.

Reminder: The AMCAS year begins with summer and ends with spring. Courses taken in the summer should be entered with the next academic year, even if your institution considers them in the previous academic year. For example, if you took a course in the first summer session of 2016, you should enter it as the 2016–2017 academic year, even if your school considers it in the 2015–2016 academic year.

Academic Year *

Select Year ▾

Academic Term *

Select Academic Term ▾

Year in School *

Select Year In School ▾

Course Number

Please enter course number

Course Name *

Please enter course name

Course Classification *

Please review additional information about Course Classification in the AMCAS Applicant Guide.

Select Course Classification ▾

ⓘ Although an asterisk does not appear next to Transcript Grade and Credit Hours indicating these fields are required, you must complete these fields if the information appears on your official transcript.

In certain cases, it may be appropriate to leave these fields blank. Please review the coursework section of the AMCAS Applicant Guide for more information. Failure to include required grades and credit hours may result in application processing delays, missed

Applicants should use a personal copy of their **official** transcript to complete this section.

AAMC

Course Work

Add Course   X

ℹ Please be sure to enter all course(s) in the correct academic year, academic term, and year in school to avoid delays in application processing time.

Reminder: The AMCAS year begins with summer and ends with spring. Courses taken in the summer should be entered with the next academic year, even if your institution considers them in the previous academic year. For example, if you took a course in the first summer session of 2016, you should enter it as the 2016–2017 academic year, even if your school considers it in the 2015–2016 academic year.

Academic Year *

Select Year ▾

Academic Term *

Select Academic Term ▾

Year In School *

Select Year In School ▾

Course Number

Please enter course number

Course Name *

Please enter course name

Course Classification *

Please review additional information about Course Classification in the AMCAS Applicant Guide.

Select Course Classification ▾

ℹ Although an asterisk does not appear next to Transcript Grade and Credit Hours indicating these fields are required, you must complete these fields if the information appears on your official transcript.

In certain cases, it may be appropriate to leave these fields blank. Please review the coursework section of the AMCAS Applicant Guide for more information. Failure to include required grades and credit hours may result in application processing delays, missed

---

Academic Term *

Select Academic Term ▾

🔍

FullYear Course - Semester System ▲

Quarter System

Summer Quarter (Summer)

1st Quarter (Fall)

2nd Quarter (Winter)

3rd Quarter (Spring)
▼

Select Course Classification

AAMC

Course Work

Add Course   X

Please be sure to enter all course(s) in the correct academic year, academic term, and year in school to avoid delays in application processing time.

Reminder: The AMCAS year begins with summer and ends with spring. Courses taken in the summer should be entered with the next academic year, even if your institution considers them in the previous academic year. For example, if you took a course in the first summer session of 2016, you should enter it as the 2016–2017 academic year, even if your school considers it in the 2015–2016 academic year.

Academic Year *

Select Year

Academic Term *

Select Academic Term

Year in School *

Select Year In School

Course Number   **Course Name** *

Please enter course number   Please enter course name

Course Classification *

Please review additional information about Course Classification in the AMCAS Applicant Guide.

Select Course Classification

Although an asterisk does not appear next to Transcript Grade and Credit Hours indicating these fields are required, you must complete these fields if the information appears on your official transcript.

In certain cases, it may be appropriate to leave these fields blank. Please review the coursework section of the AMCAS Applicant Guide for more information. Failure to include required grades and credit hours may result in application processing delays, missed

---

Applicants should use a personal copy of their **official** transcript to complete this section.

Sample:
Course number:
Chem 005
Course Name:
General Chemistry

AAMC

Course Work

Add Course   X

i Please be sure to enter all course(s) in the correct academic year, academic term, and year in school to avoid delays in application processing time.

Reminder: The AMCAS year begins with summer and ends with spring. Courses taken in the summer should be entered with the next academic year, even if your institution considers them in the previous academic year. For example, if you took a course in the first summer session of 2016, you should enter it as the 2016–2017 academic year, even if your school considers it in the 2015–2016 academic year.

Academic Year *

Select Year

Academic Term *

Select Academic Term

Year in School *

Select Year In School

Course Number   **Course Name** *

Please enter course number   Please enter course name

Course Classification *

Please review additional information about Course Classification in the AMCAS Applicant Guide.

Select Course Classification

i Although an asterisk does not appear next to Transcript Grade and Credit Hours indicating these fields are required, you must complete these fields if the information appears on your official transcript.

In certain cases, it may be appropriate to leave these fields blank. Please review the coursework section of the AMCAS Applicant Guide for more information. Failure to include required grades and credit hours may result in application processing delays, missed

Applicants should use a personal copy of their **official** transcript to complete this section.

Additional Tips on Classification

- First-Year Seminar and Writing 5 are English courses
- Statistics is always classified as math, no matter which department taught the course.
- BCPM (Biology, Chemistry, Physics, Math)-based Neuroscience or Engineering courses can be counted as BCPM.
  - Have a syllabus ready for verifiers
  - Check your application and e-mail frequently during verification
- Errors rarely happen, but sometimes occur.

AAMC

Course Work

Although an asterisk does not appear next to Transcript Grade and Credit Hours indicating these fields are required, you must complete these fields if the information appears on your official transcript.

In certain cases, it may be appropriate to leave these fields blank. Please review the coursework section of the AMCAS Applicant Guide for more information. Failure to include required grades and credit hours may result in application processing delays, missed deadlines, and lost application fees. Please contact the AAMC Services Contact Center if you have any questions: (202) 828-0600, amcas@aamc.org.

Credit Hours

Please enter Credit Hours

Transcript Grade

Please enter Transcript Grade

Did the course include a lab section? *

○ Lecture Only

○ Lab Only

○ Combined Lecture and Lab

Special Course Types

Please review additional information about Special Course Types in the AMCAS Applicant Guide.

☐ Advance Placement   ☐ Audit

☐ CLEP   ☐ Current/Future

☐ Deferred Grade   ☐ Exempt

☐ Honors   ☐ Incomplete

☐ Intl Baccalaureate   ☐ Military Credit

☐ No Record   ☐ Pass/Fail

☐ Repeat   ☐ Withdrawal

Cancel   Save & Add Another   Save

Applicants should use a personal copy of their **official** transcript to complete this section.

Continue to enter credits as they appear in the transcript.

AAMC

Course Work: After AMCAS processes coursework

- Quarters convert to semester hours automatically
- Credits convert to semester hours
  - Lab courses=4.5 semester credits
  - Non-lab courses=3.5 semester credits
  - Pre-requisites will be fulfilled

Continue to enter credits and grades as they appear in the transcript.

AAMC

AP, IB, and Exemptions

	AP Credit	IB Credit
Credit Hours	0	0
Grade	CR	EX
Special Course Type	Advanced Placement	Exempt
CHEM 10: List CHEM 005 credit as it appears (an EX or CR), and list 1 credit for CHEM 10		

Applicants should use a personal copy of their **official** transcript to complete this section.

Continue to enter courses as they appear in the transcript.

AAMC

AP, IB, and Exemptions

Credit Hours

0

Transcript Grade

CR

Did the course include a lab section? *

○ Lecture Only

○ Lab Only

◉ Combined Lecture and Lab

Special Course Types

Please review additional information about Special Course Types in the AMCAS Applicant Guide.

☑	Advance Placement	☐	Audit
☐	CLEP	☐	Current/Future
☐	Deferred Grade	☐	Exempt
☐	Honors	☐	Incomplete
☐	Intl Baccalaureate	☐	Military Credit
☐	No Record	☐	Pass/Fail
☐	Repeat	☐	Withdrawal

Cancel   Save & Add Another   Save

Applicants should use a personal copy of their **official** transcript to complete this section.

Continue to enter courses as they appear in the transcript.

AAMC

Final Dartmouth-Specific Instructions

- NRO for a course: Under "Special Course Type" select "Pass/Fail"
- Future coursework: enter it and select "Current/Future"
- Honors coursework: example would be a course like Chem 57 and honors thesis research
  - Citations do NOT count as honors coursework
- Withdrew from course: enter it and select "withdrawal."
- Check the HPP FAQs if you have more questions
- Do a final check of your coursework for accuracy

Contact Us

(p) 603-646-3377

E-mail: Health.Professions.Program@Dartmouth.edu

Or schedule a meeting on Calendly, links found on the HPP website: https://www.dartmouth.edu/prehealth/