

University of California Irvine, School of Medicine Secondary Application Instructions

Upon receipt of an e-mail invitation to submit a secondary application, you will have 30 days from the date of the email to complete the process. If we do not receive your completed secondary application within 30 days we will assume that you want to withdraw your application. If you need more time to complete and submit your secondary application please contact us at medadmit@uci.edu for an extension.

For the secondary application to be considered complete the following components must be submitted:

1. Secondary application submitted online
2. Letters of recommendation submitted to the AMCAS Letters Service
Please note that upon receipt of your completed secondary application we will download the letters of recommendation on file with AMCAS at that time and these will be the letters that will be used throughout the review of your application.
3. Secondary application fee
 - A non-refundable fee of \$90
 - To make the payment using your credit card, click on the “Payment” tab on the secondary application
 - The fee is waived for applicants who have been granted a fee waiver by AMCAS
4. Permanent residents or approved DACA applicants
 - Applicants who are permanent residents must submit a copy of their green card in order for their application to be considered complete
 - Applicants who have been approved under the DACA program must submit a copy of their DACA approval along with their EAD for their application to be considered complete
 - Mail a copy to the address below or scan all sides of your documents and email them to medadmit@uci.edu
 - Please include your AAMC ID number on all correspondence

University of California Irvine, School of Medicine
Office of Admissions and Outreach
Medical Education Building
836 Health Sciences Road
Irvine, CA 92697-4089

ATTENTION:

- Be sure to click the “SAVE” button at the end of each section so that you don't lose your work. If you do not click the “SAVE” button you will lose all unsaved work if:
 - you close the section
 - you close your browser
 - your connection falters
- Until you submit the application you can go back to all sections and make changes. Once the “SUBMIT” button is activated, no changes can be made.

- After submittal, only the “Instructions” can be viewed. Therefore, it is strongly advised that you print each form for your records prior to submitting the secondary application.

The following sections must be completed prior to submitting your online secondary application:

Personal Comments (Supplemental Essays)

Activities

- List those activities that were most important to you, these can include activities listed on your AMCAS application.

Prerequisites

- It is your responsibility to make sure you have all prerequisites completed prior to July 15th of the matriculation year. The courses listed will still need to be reviewed by the Office of Admissions and Outreach to see if they meet our requirements. On the day of your interview you will be notified of any prerequisites that are missing or that we have a question about.

Letters of Recommendation

- UC Irvine participates in the AMCAS Letters Service. All letters of recommendation need to be submitted through this service.
- Upon submission of your secondary application we will assume all your letters of recommendation have been received by AMCAS and the letters on file at this time will be used throughout the review of your application.
- UC Irvine will not accept letters of recommendation sent directly to the medical school.
- Three to six letters are suggested. If you have been involved in research, clinical, or service experience(s), it is recommended that you submit a letter from your PI or supervisor.
- In submitting your secondary application to the UC Irvine School of Medicine you waive all rights to review the content of any letters of recommendation submitted on behalf of your application.

Contact Information

Assurances: Statement of Authenticity and Confidentiality

Disadvantaged Form (if applicable)

- Must be submitted by applicants that indicated on their AMCAS Application that they wish to be considered a “disadvantaged” applicant.

Program in Medical Education for the Latino Community (PRIME-LC) Form

- To be completed only by applicants that wish to be considered for PRIME-LC. For more information visit the [PRIME-LC website](#).

Disclaimer

Disclosure of Information Statement

The California Information Practices Act requires the University of California, Irvine School of Medicine, Office of Admissions and Outreach, Student and Resident Affairs to provide the following information to applicants to the School of Medicine who are asked to supply personal or confidential information about them. The main purpose for the information requested is to determine eligibility for admission. University policy authorizes maintenance of this information. Furnishing certain information requested on this form is specifically noted as optional. There is no penalty if you do not complete these items. Furnishing information that is not designated optional is mandatory, and failure to provide any information requested will delay or possibly prevent completion of the application process. This information will be transmitted to state and federal government agencies if required by law. Individuals have the right to access this information as it pertains to them.

The Associate Dean of Admissions and Outreach, University of California, Irvine School of Medicine, Medical Education Building, 836 Health Sciences Road, Irvine, California 92697-4089, telephone (949) 824-5388, is the University official responsible for maintaining the information and for informing individuals of the location and access to and use of information requested on this form.

Nondiscrimination Statement

The University of California, in accordance with applicable Federal and State law and University policy, does not discriminate on the basis of race, color, national origin, religion, sex, gender identity, pregnancy (1), physical or mental disability, medical condition (cancer related or genetic characteristics), ancestry, marital status, age, sexual orientation, citizenship, or service in the uniformed services (2). The University also prohibits sexual harassment. This nondiscrimination policy covers admission, access, and treatment in University programs and activities.

Inquiries regarding the University's student-related nondiscrimination policies may be directed to:

Kirsten K. Quanbeck
Associate Vice Chancellor – Equity, Diversity and Inclusion
Director, Office of Equal Opportunity & Diversity
University of California, Irvine
Irvine, CA 92697-1130
Phone: (949) 824-5594
E-mail: eod@uci.edu

1. Pregnancy includes pregnancy, childbirth, and medical conditions related to pregnancy or childbirth.
2. Service in the uniformed services includes membership, application for membership, performance of service, application for service, or obligation for service in the uniformed services.