Master's Degree-based Programs

MAS: Clinical Research | MAS: Leadership of Healthcare Organizations | MAS: Health Policy & Law

Application Checklist for Prospective Scholars

For admissions consideration, please apply before the listed deadline

APPLICANTS: you must submit all application materials electronically to UCSD Health Sciences International via our Online Application Form

Application Checklist:

☐ Online Application Form
☐ (3) Letters of recommendation
☐ CV
☐ Copy of TOEFL or IELTS exam score
☐ Financial Guarantee support letter
☐ Transcripts
☐ Personal Statement

Applicants will not be reviewed for concurrent enrollment unless all listed documents have been received.
Please make it clear in your application that you are applying to the CORE program.

Required Documentation

☐ Online Application Form

Please complete and submit the electronic Online Application Form, located here

• Note: This application will be reviewed by faculty for the Master's degree program. The personal statement should be geared towards how a Master's degree in will help your academic pursuits (Please note that no application fee is required at this time)
University Transcript(s)

Please do not apply if your GPA falls below the acceptable minimum.

- Minimum “B” GPA: approximately 3.0 (out of 4.0 scale), 3.5 (out of 5.0), 80% (out of 100%)
- **FOR INTERNATIONAL APPLICANTS**: Academic transcripts reflecting the equivalent of a “B” or “Very Good” – meet this criteria. If possible, please provide an official letter from the university, assigning your GPA to a 4.0 scale conversion.
- **UNOFFICIAL COPIES OF TRANSCRIPTS ARE FINE FOR REVIEW.** Official transcripts will be needed if admitted to the program.

Curriculum Vitae

Please provide the following information in your curriculum vitae or resume:

- **Relevant experience** (please include any relevant internships, externships, clerkships, observerships, or rotations)
- Any relevant **research and clinical training** beyond medical school
- Current **research projects** or **proposals** (if any)
- **Publications** (if any)
- **USMLE Exam Scores** (if taken)
- Non-academic **pursuits** and **hobbies**

Three (3) Letters of Recommendation

**REMINDER:** All three letters of recommendation **must come directly from the recommenders themselves via e-mail** to hsinternational@ucsd.edu in order to be considered valid for your application.

Please ask your reference to include the following details in his/her letter:

- Relationship to applicant (supervisor, professor, etc.)
- Duration of relationship (6-months, etc.)
- Assessment of applicant’s personal and professional character
- Evaluation of skills, accomplishments, strengths, and qualifications

- **Do NOT** provide more than the required 3 letters of recommendation. Only the first three letters received will be considered during the evaluation of your application.
- **At least one academic reference AND at least one professional reference required**
- Reference our **Letter of Recommendation Guidelines** (pg.5) for more information
Personal Statement

Please provide the following details in your letter (1-page typed, double spaced; max 1500 words):

- Professional goals and interests
- Anticipated Benefits of the Master’s Degree toward your career goals
- Personal strengths

Financial Sponsorship Letter

Please note that your financial sponsorship letter should include mention of the Master’s Degree-based Program at UCSD. **This letter must:**

- Provide a guarantee for tuition and any associated living expenses, including health insurance
- Be an official document on the organization's letterhead, with valid date, signature and contact information of the funding authority.
- Funding Authority must indicate effective start/end dates of financial coverage within the Program at UC San Diego, specifically
- Upload a copy of this letter to hsinternational@ucsd.edu as soon as received.

Other Required Criteria

Test of English as a Foreign Language (TOEFL) Exam

**REQUIREMENT FOR ALL INTERNATIONAL APPLICANTS**

TOEFL scores should be sent directly from ETS, electronically to UCSD. Or, you may e-mail or upload a copy of your official exam score report to: hsinternational@ucsd.edu

- TOEFL/ETS: UC San Diego’s Institution Code is: **4836**
- If requested, the Department Code for MAS Programs is: **99**
  - Minimum score required for admissions consideration = **80** (iBT)

Check Your Last Exam Date: The TOEFL iBT must have been taken within the last two years to be considered valid for your application. *Note: UCSD only accepts electronic “internet-based” (iBT) TOEFL scores. Paper-and-pencil as well as computer-based scores are currently not accepted.*
(Alternative) International English Language Testing System

- As an alternative to the TOEFL iBT, an IELTS overall band score of 7.0 is acceptable for any International English Language Testing System exam taken within the last two years.
- Please either upload or e-mail a copy of your IELTS score report to hsinternational@ucsd.edu.

Phone Interview with UCSD Health Sciences International

A phone interview is required and will be done by invitation only. Due to high volume of competitive applicants, we do not offer phone interviews to everyone. Phone interviews will be conducted by a UCSD HSI Program Representative and typically take place 2-3 weeks after the application deadline.

Each applicant will be assessed on the following criteria:

- Conversational proficiency in the English language
- Ability to clearly describe the program and your overall career goals
- Ability to clearly define professional and academic interests
- Demonstrated ability to work in teams and/or as a leader

Supplementary Documentation

The following documents are not required for consideration and admission to the Program. However, due to the large volume of well-qualified applicants, submission of these materials may increase your chances for admission. Please contact your academic advisor from your sponsoring institution, if you have questions regarding your application eligibility.

- United States Medical Licensing Examinations (USMLE) [www.usmle.org]
  - Step 1 - “The Boards”
  - Step 2 - Clinical Skills (CS)
  - Step 2 - Clinical Knowledge (CK)
  - Step 3 - Final Examination
- Educational Commission for Foreign Medical Graduates (ECFMG) Certification
- Copies of previous publication(s) or abstract(s) (including recently submitted or pending publications)
- Clinical research proposal(s)

If you would like to submit materials or documents that are not on this checklist, please contact the HSI Office at hsinternational@ucsd.edu. Unsolicited and unapproved materials will not be reviewed.