Admission Requirements for the Class Beginning May 2018
VISION

We view our collaborative program as a premier learning organization whose diverse graduates will be among the best physician assistants in the nation.

MISSION

Our mission is to promote excellence in education in order to produce competent, ethical and compassionate primary care providers. Together we recognize and promote the value of diversity, lifelong learning, research and scholarship.

In order to accomplish this mission, emphasis is placed not only on scholarship in the program but on professionalism as well. As a result, our students are expected to demonstrate the principles of integrity, honesty, respect, and ethical behavior. Our goals are multifactorial and closely follow our vision, mission, and educational philosophy. Our program is committed to the following goals.

GOALS

- Educate physician assistant students to provide delegated services in an ethical, safe, legal, and competent manner under the supervision of a licensed physician.
- Provide educational and clinical experiences that prepare the physician assistant student to work collaboratively and lead interprofessional teams.
- Provide an educational experience that stresses the importance of furthering education through advanced study and continuing education, applying the concepts of evidence-based, patient-centered medicine.
- Provide students with educational opportunities and a wide variety of clinical experiences that will enable them to recognize social determinants of health and work effectively in all primary care settings including underserved and diverse communities.
- Prepare students to become effective communicators, educators, and responsible members of the community who utilize critical thinking skills in the clinical setting and base their practice on evidence-based, patient-centered medicine and sound ethical values.
- Enable students to meet the eligibility requirements and successfully pass the National Commission on Certification of Physician Assistants (NCCPA) certifying examination upon graduation.
GRADUATE OUTCOMES

Primary care physician assistants contribute to the care of patients throughout all stages of life. Traditionally they work with a Family Medicine Physician, Internal Medicine Physician or Pediatrician to deliver medical care while integrating all that addresses the physical, mental, emotional and spiritual components. They provide reliable care within the context of a team and they work in multiple healthcare settings. The AACC/UMB collaborative program works to teach our graduates the necessary attitudes, knowledge and skills to serve communities in a compassionate, caring and ethical manner. We have adopted the NCCPA PA Competencies as our graduate outcomes and have further defined milestones that the students will work toward as they enter into the profession and continue in their lifelong learning journey as professionals.

System Based Practice
- SBP-1 Provides cost conscious care
- SBP-2 Emphasizes patient safety
- SBP-3 Advocates for individual and community health
- SBP-4 Coordinates team based care

Practice Based Learning and Improvement
- PBLI-1 Locates, appraises and assimilates evidence from scientific studies related to their patient’s health problems
- PBLI-2 Demonstrates self-directed learning
- PBLI-3 Improves systems in which the physician assistant provides care

Patient Care
- PC-1 Cares for acutely ill or injured patients in urgent and emergency situations and in all settings
- PC-2 Cares for patients with chronic illnesses
- PC-3 Partners with the patient, family and community to improve health through disease prevention and health promotion
- PC-4 Partners with the patient to address issues of ongoing signs and symptoms or health concerns that remain overtime without clear diagnosis despite evaluation and treatment in a patient centered cost effective manner
- PC-5 Perform specialty appropriate procedures to meet the healthcare needs of individual patients, families and community and is knowledgeable about procedures performed by other specialists to guide patient care and referral

Medical Knowledge
- MK-1 Demonstrates medical knowledge of sufficient breadth and depth to practice primary care
- MK-2 Applies critical thinking skills to patient care

Professionalism
- Prof-1 Completes a process of professionalization
- Prof-2 Demonstrates professional conduct and accountability
- Prof-3 Demonstrates humanism and cultural proficiency
- Prof-4 Maintains emotional, physical and mental health and pursues continual personal and professional growth

Communication
- IC-1 Develops meaningful, therapeutic relationships with patients and their families
- IC-2 Communicates effectively with patients and their families
- IC-3 Develops relationships and effectively communicates with members of the healthcare team
- IC-4 Utilizes technology to optimize communication
ADMISSION REQUIREMENTS AND POLICIES FOR THE 2017-2018 ADMISSION CYCLE FOR THE AACC AND UMB COLLABORATIVE PA PROGRAM

The completed CASPA application deadline for the Anne Arundel Community College and University of Maryland Baltimore Collaborative Physician Assistant Program is September 1, 2017. Applicants are encouraged to submit their CASPA applications by July 1, 2017 to ensure the application is completed by the September 1, 2017 deadline. Only applications that reflect all of the completed program requirements will be reviewed. Applications that do not reflect all of the listed program requirements will be considered incomplete; applicants still working on the listed program requirements are encouraged to wait until the next admissions cycle to apply. Please review the applicant’s checklist prior to clicking “submit” on your CASPA application to be sure it is a complete application.

Applications will be considered complete when the following criteria have been met:

- **A completed CASPA application** has been received by AACC's Health Sciences Admissions Office (a complete application includes all three letters of recommendation, Patient Contact Experience, test scores and all official transcripts confirming degree and all prerequisite courses received on the CASPA application).

- Bachelor's degree or higher from a nationally recognized institution.

- Official GRE scores sent to CASPA from ETS using the code (0517) for the Anne Arundel Community College Physician Assistant Program (do not send official scores directly to the program). Scores must be within five (5) years of the date the CASPA application is submitted and noted as received on the CASPA application.

- All six (6) prerequisite courses must be completed with a grade of 3.0 (“B”) or higher and reflected on the completed CASPA application. **The Anatomy & Physiology 1 and 2 prerequisites must be completed within the last seven (7) years of the date the CASPA application is submitted.**

- Cumulative GPA of 3.0 or higher as calculated on the CASPA application.

- Foreign Medical Graduates and International Students: ECE or WES official course-by-course evaluation for all higher level institutions attended submitted to CASPA by deadline date (AACC may request official evaluation later in admission process), and English requirement (TOEFL) met (see the section on Foreign Medical Graduates and International Students).

A supplemental application is **NOT** required at the time that the CASPA application is submitted.

Applicants will receive notification regarding application status after a completed CASPA application is reviewed. If all the program requirements have been met, applicants will receive a request to complete the Physician Assistant Supplemental Application via email. The supplemental application requires a non-refundable fee of $25.00 at the time of submission.

The Physician Assistant curriculum is a 25-month full-time program. Students should plan their personal matters and financial resources accordingly. Employment while enrolled in the Physician Assistant program is not recommended.
CASPA APPLICATION

All applicants must apply online through CASPA. The 2017-2018 portal will open April 27, 2017. CASPA is a convenient, Web-based application service that allows applicants to submit an application to AACC/UMB Collaborative Physician Assistant Program and is received by AACC’s Health Sciences Admissions Office. Please ensure you have the following reflected on your CASPA application:

- Official transcripts/evaluations that verify all for-credit coursework, all prerequisites and conferred degree.
- Official GRE scores within the last 5 years sent from ETS with the designated code for Anne Arundel Community College Physician Assistant Program*
- Listed patient contact experience. AACC admissions staff may randomly contact listed supervisors to verify hours reported on CASPA application.
- Three letters of recommendation.
- The AACC/UMB Collaborative Physician Assistant Program must receive a complete electronic CASPA application by the September 1, 2017 deadline. You are encouraged to submit all application materials to CASPA by July 1, 2017 to ensure meeting this deadline.
- TOEFL score within 2 years of the date of application submission if your native language is not English.*

It is the applicant’s responsibility to follow up with CASPA to ensure that the application is complete, accurate and reflects the listed program requirements by the application deadline.

If you have any questions or need assistance, you can call CASPA at (617) 612-2080. CASPA’s Customer Service Representatives are available M-F, 9:00 a.m. - 5:00 p.m. EST, or you may email CASPA at CaspaInfo@caspaonline.org.

* Official GRE and official TOEFL scores must be submitted to CASPA by the application deadline.

FOLLOWING THE REVIEW OF CASPA APPLICATIONS

All completed CASPA applications will be reviewed and notification regarding application status will be sent via email.

Applicants are responsible for contacting the Health Sciences Admissions Office if they have not received an email response from the program one month after the date the application was completed by CASPA.

DEGREE

Applicants to the AACC/UMB Collaborative PA program must have earned a bachelor’s degree or higher from a nationally recognized institution (please see the section on Foreign Medical Graduates and International Students for more information).
PREREQUISITES

CASPA applications must reflect course equivalency for the following prerequisites with a minimum grade of B in each course. (B minus grades will not be accepted.)

<table>
<thead>
<tr>
<th>Course</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>General Microbiology (with lab)</td>
<td>4</td>
</tr>
<tr>
<td>Anatomy and Physiology 1 (with lab)</td>
<td>4</td>
</tr>
<tr>
<td>Anatomy and Physiology 2 (with lab)</td>
<td>4</td>
</tr>
<tr>
<td>General Chemistry 1 or General Chemistry 2 or Organic Chemistry or Biochemistry (with lab)</td>
<td>4</td>
</tr>
<tr>
<td>Introduction to Psychology or Developmental Psychology or Human Growth and Development</td>
<td>3</td>
</tr>
<tr>
<td>Elementary Statistics or Statistics in Social and Behavioral Sciences or Biostatistics</td>
<td>3</td>
</tr>
</tbody>
</table>

PLEASE NOTE:

- All prerequisites will be reviewed for equivalency to the following Anne Arundel Community College courses: BIO 223, BIO 233, BIO 234, CHE 111 or CHE 112 or CHE 113 or CHE 115 or CHE 213 or CHE 214, MAT 135, PSY 250, PSY 111 or PSY 211

- Applicants are responsible for reviewing the listed prerequisites to ensure equivalency prior to submitting the CASPA application. Transcript evaluation services are not available.


- All prerequisite science courses **must** include a lab component.

- The anatomy and physiology courses are required to have been completed within the last seven (7) years of the date the CASPA application is submitted.

- Only prerequisites that are on the completed CASPA application will be considered. **NO** exceptions. Please review the applicant checklist prior to clicking “submit” to be sure it is complete.

- We can accept AP scores (must be official scores from College Board) for Psychology, Statistics and General Chemistry. A score of 4 or 5 is acceptable. Scores under 4 will not be accepted.

- CLEP scores will not be accepted, no exceptions.
CUMULATIVE GPA

A minimum cumulative (total) GPA of 3.0 is required. The cumulative GPA, as calculated by CASPA, will be used for screening all applications. If CASPA’s calculated cumulative GPA is lower than 3.0, the applicant will not be eligible for consideration (the GPA will not be rounded up).

All repeated course grades are counted in the CASPA GPA calculation. For information on how CASPA calculates GPAs, please go to their Frequently Asked Questions Web page at https://portal.caspaonline.org/caspaHelpPages/frequently-asked-questions/.

PATIENT CONTACT EXPERIENCE

A minimum of 1400 hours of Patient Contact Experience is recommended but not required. The AACC/UMB Collaborative PA Program defines Patient Contact Experience as the following:

Provision of services or care by a health care worker in a clinical setting, or an assigned home-based setting, that has a direct influence/benefit on the outcome of the patient. Examples of duties in this role would include: evaluation/assessment/management of a patient, patient education and implementation of a care plan.

Patient Contact Experience must be reported on the CASPA application and may be randomly checked for verification of hours. Patient Contact Experience cannot be updated once the CASPA application has been completed.

LETTERS OF RECOMMENDATION

Letters of recommendation provided to CASPA should be from individuals who can objectively comment on the applicant’s performance in an academic and/or professional setting. It is recommended to request references from those who have known the applicant for a minimum of 6 months.

The applicant should advise the writers of the letters of recommendation to return the completed forms to CASPA as soon as possible. Letters from personal or family friends are considered inappropriate and are detrimental to the application.

It is the applicant’s responsibility to ensure that all three letters of recommendation are received by CASPA or the application will be considered incomplete and ineligible for consideration.

GRE

The GRE must be taken within five years from the date the CASPA application is submitted. Official scores must be submitted and be noted by CASPA no later than the application deadline. Exam can be taken through the Educational Testing Service (ETS) at www.ets.org/gre. Existing master’s degree or higher does not waive the GRE requirement. There is no minimum score required; however, a score of 40% or higher in both the quantitative and the verbal portion of the GRE is recommended and will be given preference when evaluating applications.

RECOMMENDED COURSES

We strongly recommend for your success in the program that you take Biochemistry (AACC equivalent is CHE 113), Medical Terminology (AACC equivalent is MDA 113) and Developmental Psychology (AACC equivalent is PSY 211) and earn a “B” or better.

- Only recommended courses that are on the completed CASPA application will be considered. NO exceptions.
**GRE FAQ**

1. What code do I use to send my GRE test scores directly to CASPA?
   - Only CASPA-specific program codes will allow official GRE scores to be submitted directly to CASPA.

2. Where can I find CASPA-specific program codes?
   - ETS will list institution and program-specific GRE codes in its online and printed code publications, and in the computer-based test package. All CASPA-specific codes will also be posted in the [https://portal.caspaonline.org/caspaHelpPages/frequently-asked-questions/](https://portal.caspaonline.org/caspaHelpPages/frequently-asked-questions/) section on the CASPA applicant portal.

3. How long will it take ETS to send my GRE scores to CASPA?
   - ETS will send new GRE test scores to CASPA up to twice per week. Scores are reported 10-15 days after taking the computer-based GRE revised General Test.

4. How do I verify my GRE scores have been sent to the institution(s) that I designated?
   - The best way for a student to verify that their scores have been sent is to log into their myGRE account at [www.ets.org/mygre](http://www.ets.org/mygre) and view their scores and score reports that were processed. Applicants can also login to their CASPA application account at any time to check if official test scores have been received. Applicants should check that their name on their application matches their name entered in ETS.

5. What if my name on my GRE test does not match my name exactly on my CASPA application?
   - If the names do not match exactly, scores may not upload directly to the CASPA application. If this is the case, the applicant can contact CASPA customer service at 617.612.2080 and request assistance in matching their score to their application.

6. Whom should I contact if I have additional questions?
   - If you have questions about GRE scores or score reporting, contact ETS at GREtests@ets.org or the Educators’ help Line at 609.683.2002. CASPA-related questions can be directed to customer service at 617.612.2080.

7. What should I do if I have a question about my scores or other test-related topics?
   - Test takers with GRE questions should contact GRE Services at 609.771.7670 or gre-info@ets.org. Information is also available on the GRE website at [www.ets.org/gre](http://www.ets.org/gre).
FOREIGN MEDICAL GRADUATES AND INTERNATIONAL STUDENTS

All foreign-educated applicants must have transcripts of all higher education institutions attended evaluated by World Education Services (WES) or Educational Credential Evaluators (ECE) prior to submitting the CASPA application. All foreign transcripts must be evaluated (course-by-course evaluation is required) by one of these organizations listed above; no other evaluation services will be accepted. Please be advised that this process may take several months and must be submitted with the completed CASPA application by the application deadline of September 1, 2017.

TOEFL Requirement:

Applicants whose native language is not English must take the Test of English as a Foreign Language (TOEFL). The minimum acceptable TOEFL score for admission is 250 for computer-based tests or 100 for the internet-based tests. Please note that TOEFL scores are only valid for two years.

Official TOEFL scores must be reported on the CASPA application and be sent to CASPA by the application deadline.

Exemptions from English Language Proficiency Requirement

Individuals who have received a Bachelor’s degree or higher from an accredited institution in the U.S. or a nationally recognized university in one of the countries on the list below do not need to submit an English proficiency exam. Complete, official transcripts and a copy of the diploma from said college/university are required.

Students who are citizens of any of the countries on the list below and whose total education (primary – tertiary) was conducted in English are not required to take an English proficiency exam:

- Antigua
- Australia
- Barbados
- Belize
- Bermuda
- Botswana
- Canada (English-speaking, i.e. not Quebec)
- Cayman Islands
- Dominica
- Gambia
- Ghana
- Grand Turks and Caicos Islands
- Grenada
- Guyana
- Ireland
- Jamaica
- Kenya
- Lesotho
- Liberia
- Montserrat
- Namibia
- New Zealand
- Nigeria
- Sierra Leone
- Singapore
• South Africa (English-speaking, i.e. not Afrikaans)
• St. Lucia
• St. Vincent
• Swaziland
• Tanzania
• The Bahamas
• The British Virgin Islands - St. Kitts & Nevis, Anguilla
• Trinidad and Tobago
• Uganda
• United Kingdom
• Zambia
• Zimbabwe

Any individual who does not meet the above criteria, but who believes that s/he should be exempt from the English language proficiency requirement for whatever reason(s), must provide a written appeal to the UMB Graduate School. The appeal must include a rationale for the request specifically addressing length of stay in the U.S., prior work and educational experiences in the U.S., and any prior English language assessments and/or instruction. A recent CV or resume is also highly recommended. This request must be submitted AND approved by the application deadline of September 1, 2017.

Degree

Official course-by-course evaluations must reflect a U.S. equivalency of a bachelor's degree or higher (language must reflect a bachelor's degree, master's degree or Doctor of Medicine).

GPA

CASPA does not compute GPA from WES and ECE evaluations. Therefore, AACC will manually calculate the GPA from these documents. The GPA calculations are consistent with the way the GPA is calculated by CASPA, which includes all repeated coursework (often not calculated in the GPA reflected in the official evaluations).

Valid Immigration Documentation for International Students

See the section on Valid Immigration Documentation for International Students for required documentation if conditionally selected for the program.
SELECTION CRITERIA

The Anne Arundel Community College/University of Maryland Baltimore Collaborative Physician Assistant program’s mission is to promote excellence in education in order to produce competent, ethical, and compassionate primary care providers. Together we recognize and promote the value of diversity, lifelong learning, research and scholarship.

In keeping with this mission, the selection criteria used to evaluate each applicant will include, but are not limited to:

- Cumulative GPA
- Natural Sciences GPA and Credit Hours
- Letters of Recommendation
- Patient Contact Experience
- Community, Military and/or Civil Service
- Conversational Fluency in Multiple Languages
- GRE Scores
- Recommended Courses
- Interview

Following the interview and committee selection decisions, eligible applicants will receive a letter assigning one of the following categories: Conditional Acceptance, Alternate Candidate or Regret.

**Conditional Acceptance:** Applicants who have met the academic and admission requirements and have been selected into the program will be offered conditional acceptance. Final acceptance into the program is contingent on the following:

- Submission of all official transcripts (and/or evaluation if applicable)
- Satisfactory completion of a criminal background check, and
- Satisfactory completion of a health examination record by the designated deadline dates.

Failure to comply with these requirements will result in the withdrawal of our conditional acceptance offer. A non-refundable $500.00 deposit is required upon acceptance to the program. This will be applied to the first semester bill.

**PLEASE NOTE:**

- No admission decisions will be communicated via telephone and/or email.
- The decision of the Physician Assistant Admissions Committee is final.
CRIMINAL BACKGROUND CHECK AND DRUG SCREENING

All health sciences students who are offered admission and/or clinical placement will be required to submit to a complete criminal background check and urine drug screen. All student applicants’ final acceptance in the program shall be contingent upon satisfactory completion of a criminal background check and of a urine drug screen.*

All letters of acceptance shall state that the acceptance is conditional and contingent on submission to a criminal background check and urine drug screen—as may be required by the program--that results in satisfactory reports. If an accepted student tests positive for an illegal or un-prescribed drug, the student shall be denied admission or terminated from any health sciences program.

Separate, additional criminal background checks and urine drug screens may be required by clinical sites prior to placements. Students with an unsuccessful background check or urine screening who are denied by a clinical site that is required to meet program competencies shall be dismissed from the program and their registrations shall be withdrawn from courses related to the program of study. If the student tests positive for an illegal or un-prescribed drug, the student shall be denied admission or terminated from any health sciences program even if a denied placement was not required to meet program competencies. Successful reports of criminal background checks and urine drug screens do not assure eligibility for specific clinical site placement, program completion, and/or eligibility to sit for professional licensure/board examinations.

Students are reminded that licensing boards for certain health care occupations and professions may deny, suspend, or revoke a license or may deny the individual the opportunity to sit for an examination even if the individual has completed all program course work if it is determined that an applicant has a criminal history or has been convicted of, or pleads guilty, or pleads nolo contendere or the like to a felony or other serious crime.

Successful completion of a health sciences program of study at Anne Arundel Community College does not guarantee licensure, the opportunity to sit for a licensure examination, certification or employment in the relevant health care occupation.

Students may be automatically denied admission or, if enrolled, dismissed from the program if they have not been truthful or have provided inaccurate information on the application or on any other form or submission. Students who have questions or concerns are encouraged to contact the Health Sciences Admissions Office at healthsciencesadmissions@aacc.edu.

* Notwithstanding the statements herein regarding urine drug screens, as of September 2010, only certain programs will be requiring drug screening. AACC shall inform students which programs presently require them. However, AACC, at any time, has the right, upon notice, to require any and all students in any and all programs to comply with drug screening.
TECHNICAL STANDARD REQUIREMENT

Students who are conditionally accepted to the AACC/UMB Collaborative PA program will be required to complete the Health Examination Record. The Health Examination form will be reviewed to ensure that the candidate has met the technical standard requirements of the Physician Assistant program.

**Qualification:** Good physical and mental health.

**Admission Criteria:** Student must be free of contagion and possess sufficient physical stamina and mental stability, with or without reasonable accommodations, to fulfill the requirements of the program and the customary requirements of the profession:

- Work for 8 -12 hours performing physical tasks requiring physical energy without jeopardy to patient and student safety, as for example, bending, lifting, turning and ambulating patients.
- Perform fine motor movements and be able to manipulate instruments and equipment.
- Establish and work toward goals in a consistently responsible, realistic manner.
- Have auditory acuity sufficient to monitor and assess health needs.
- Have visual acuity sufficient for observation and assessment necessary for patient care.

CARDIOPULMONARY RESUSCITATION (CPR), ADVANCED CARDIAC LIFE SUPPORT (ACLS), AND PEDIATRIC ADVANCED LIFE SUPPORT (PALS)

Students must maintain BLS American Heart Association CPR certification during their matriculation through the program. ACLS and PALS must be completed prior to the beginning of clinical rotations and remain current throughout the program. These courses are not part of the program curriculum; therefore, completion will be the students’ responsibility.

HEALTH INSURANCE

Students are required to have individual health insurance coverage throughout the duration of the program. Please visit http://www.umaryland.edu/studenthealth/university-administered-insurance-plans/ for more information regarding health insurance plans through UMB.

VALID IMMIGRATION DOCUMENTATION FOR NON U.S. CITIZENS

Non-U.S. citizen applicants must submit valid immigration documentation to the AACC Admissions and Enrollment Development Office in order to complete the required College Application. For assistance regarding immigration documentation needed, please call 410-777-2152. Incomplete college applications may result in nonselection of a health sciences program.

Please note: Students without a Social Security number may not be permitted at some clinical rotation sites; site availability may delay or inhibit progression in the program. An International Student Admission Specialist in the AACC Admissions and Enrollment Development Office may be able to assist international students with F-1 visa status to obtain a social security number through Practical Training; please contact them at 410-777-2677. For detailed information please refer to the college catalog (available on campus or online at http://catalog.aacc.edu ).
GENERAL INFORMATION

READMISSION
Students seeking readmission are considered on a case-by-case basis.

ADVANCED PLACEMENT
Anne Arundel Community College/University of Maryland Baltimore Collaborative Physician Assistant program does not provide advanced standing, defined as a waiver of required coursework in the PA curriculum for applicants to the program or a waiver of required coursework included in the PA curriculum for currently enrolled students in the program, which results in the student advancing in the curriculum without completing required curriculum components at the sponsoring institution.

TRANSFERS
Transfers will be considered on a rare and individual basis.

ACCREDITATION
The ARC-PA has granted Continued Accreditation to the Physician Assistant program sponsored by Anne Arundel Community College. Continued accreditation is an accreditation status granted when a currently accredited program is in compliance with the ARC-PA Standards. Continued Accreditation remains in effect until the program closes or withdraws from the accreditation process or until accreditation is withdrawn for failure to comply with the Standards. The approximate date for the next comprehensive review of the program by the ARC-PA will be September 2019.

TRANSPORTATION
All students must have the ability to transport themselves to all clinical sites and clinical activities.

EQUIPMENT NEEDS
This is addressed during the new student orientation.

POSITION STATEMENT ON DIVERSITY
The guiding principle of Anne Arundel Community College is to ensure that its students will be the best-prepared citizens and workers of the world. Applying this principle to campus life, the college has vowed to support and enrich students’ collegial experience by recognizing and appreciating differences among students, including race, religion, age, gender, sexual orientation, nationality, ethnicity, and ability.
AMERICANS WITH DISABILITIES POLICY

Notice of Nondiscrimination: AACC is an equal opportunity, affirmative action, Title IX, ADA Title 504 compliant institution. Call Disability Support Services, 410-777-2306 or Maryland Relay 711, 72 hours in advance to request most accommodations. Requests for sign language interpreters, alternative format books or assistive technology require 30 days’ notice. For information on AACC’s compliance and complaints concerning sexual assault, sexual misconduct, discrimination or harassment, contact the federal compliance officer and Title IX coordinator at 410-777-1239, complianceofficer@aacc.edu or Maryland Relay 711.

The Anne Arundel Community College/University of Maryland Baltimore Collaborative Physician Assistant program reserves the right to revise the admission requirements, selection criteria, administrative procedures, and the Physician Assistant curriculum as deemed necessary without prior notification.

The University of Maryland, Baltimore does not discriminate on the basis of race, color, religion, national origin or ancestry, sex, sexual orientation, gender identity or expression, physical or mental disability, marital status, protected veteran's status, or age in its programs and activities. Specifically, Title IX prohibits discrimination on the basis of sex in UMB's programs and activities. UMB will take steps to eliminate prohibited conduct, prevent its recurrence, and remedy its effects.

The following persons have been designated to handle or coordinate inquiries regarding the non-discrimination policies:

For inquiries regarding staff or faculty at UMB:
Sheila G. Blackshear, MS, CAAP
Manager of Diversity, Equal Employment Opportunity, and Affirmative Action
Human Resource Services
University of Maryland, Baltimore
620 W. Lexington Street, 3rd Floor
Baltimore, MD 21201
410-706-7302
sheila.blackshear@umaryland.edu

For sexual misconduct inquiries regarding students at UMB:
Director of Compliance and Engagement
Title IX Coordinator
Office of Accountability and Compliance
University of Maryland, Baltimore
620 W. Lexington Street, 5th Floor
Baltimore, MD 21201
410-706-1850
www.umaryland.edu/titleix

For all other inquiries regarding students or third parties:
Roger J. Ward, EdD, JD, MPA
Chief Accountability Officer
University of Maryland, Baltimore
220 N. Arch Street, 14th Floor
Baltimore, MD 21201
410-706-1850
equalaccess@umaryland.edu

For further information on notice of non-discrimination, including Title IX inquiries, contact the Office for Civil Rights, U.S. Department of Education, The Wanamaker Building, Ste. 515, 100 Penn Square East, Philadelphia, PA 19107, or call 1-800-421-3481.
Support Services for Students with Disabilities

Disability Support Services Statement:
The Disability Support Services Office (DSS) provides equal access to educational opportunities for qualified students with disabilities. Students interested in course accommodations must provide relevant documentation in order to receive accommodations. For information, please call Courtney Sales, Program Manager for DSS, at 410.777.2306, email her at cjsales@aacc.edu or visit http://www.aacc.edu/resources/disability-support-services/ Deaf and hard of hearing students can reach the office by calling Maryland Relay 711 or by emailing dss@aacc.edu.

UMD Disability Services:  http://www.umd.edu/studenthealth/services--hours/disability-services/
PREREQUISITE COURSEWORK DESCRIPTIONS

Applicants are responsible for reviewing this information to ensure that all of the prerequisites have been met prior to applying to CASPA. (Listed in parenthesis are AACC’s course number)

1. **ANATOMY AND PHYSIOLOGY 1** (BIO 233)
   
   *4 credit hours -- Three hours of lecture and three hours of laboratory weekly; one term.*
   
   A study of biological chemistry, cell structure and function, tissues, and the histology, gross anatomy and physiology of the integumentary, skeletal, muscular and nervous systems.

2. **ANATOMY AND PHYSIOLOGY 2** (BIO 234)
   
   *4 credit hours -- Three hours of lecture and three hours of laboratory weekly; one term.*
   
   A study of the histology, gross anatomy and physiology of the circulatory, lymphatic, respiratory, digestive, endocrine, urinary and reproductive systems and early human development.

3. **GENERAL MICROBIOLOGY** (BIO 223)
   
   *4 credit hours -- Three hours of lecture and three hours of laboratory weekly; one term.*
   
   Study of the fundamental principles of microbiology, the diversity of microorganisms and the relation of microorganisms to disease and industry. Laboratory work includes the preparation of media, culture methods, microscope examinations and identifications, the control of microorganisms by physical and chemical means and some quantitative techniques.

4. **GENERAL CHEMISTRY 1** (CHE 111)
   
   *4 credit hours -- Three hours of lecture and three hours of laboratory weekly; one term.*
   
   Study atomic theory and periodic relationships, chemical bonding, gases, liquids and solids, stoichiometry, kinetic-molecular theory, solutions, oxidation-reduction, reactions of molecules and ions and nuclear chemistry. Laboratory work includes basic techniques and principles as well as quantitative measurements by titration, colorimetry and stoichiometry.

   OR

   **GENERAL CHEMISTRY 2** (CHE 112)
   
   *4 credit hours -- Three hours of lecture and three hours of laboratory weekly; one term.*
   
   Examine kinetics; gaseous and aqueous equilibria - including acids, bases, solubility and complex ions; thermodynamics; electrochemistry; and nuclear chemistry. Study introductory organic chemistry and consider aspects of environmental chemistry. Laboratory work includes qualitative analysis and quantitative measurements.

   OR

   **FUNDAMENTALS OF ORGANIC AND BIOCHEMISTRY** (CHE 113)
   
   *4 credit hours -- Three hours of lecture and three hours of laboratory weekly; one term.*
   
   Study an introduction to the chemistry of carbon compounds and of living systems. Nomenclature, structure, properties and reactions of the principal organic families are studied, and anthropogenic carbon compounds are discussed in relation to health and the environment. The biochemistry studies the structure, properties, and functions of carbohydrates, proteins, lipids and nucleic acids. Protein synthesis, enzyme regulation and metabolism are included.

*Required to be completed within the last 7 years of the date the CASPA application is submitted.*
GENERAL, ORGANIC AND INTRODUCTION TO BIOCHEMISTRY (CHE 115)

4 credit hours -- Three hours of lecture and three hours of laboratory weekly; one term.
Examines general principles and problem solving of inorganic chemistry; structure, bonding and functional groups of organic chemistry. Includes an introduction to chemical compounds important in living systems. The laboratory work includes basic techniques of quantitative measurements and the application of clinical principles.

ORGANIC CHEMISTRY 1 (CHE 213)

4 credit hours -- Three hours of lecture and six hours of laboratory weekly; one term.
Study the chemistry of hydrocarbons and their simple derivatives, emphasizing their structures, properties and mechanisms of reactions. Use general laboratory techniques and procedures in organic chemistry and learn modern methods of analysis, including gas chromatography.

ORGANIC CHEMISTRY 2 (CHE 214)

4 credit hours -- Three hours of lecture and three hours of laboratory weekly; one term.
Study the chemistry of the families of organic compounds, emphasizing preparations, reactions, and mechanisms of reactions. Learn to apply spectroscopy to determine structure, and preview compounds of biological importance. Synthesize representative organic compounds in the laboratory. Use modern methods of analysis, including infrared and nuclear magnetic resonance spectroscopy.

STATISTICS (MAT 135)

3 credit hours – Three hours weekly; one term.
Use meaningful data to explore concepts in probability and statistics including measures of central tendency and dispersion. Develop statistical literacy by studying graphical representations of date, discrete and continuous probability distributions, and sampling techniques and theory. Construct and interpret confidence intervals, find lines of best-fit, and perform hypothesis tests for means, proportions, and independence. Technology use is required throughout the course for statistical analyses.

STATISTICS IN SOCIAL AND BEHAVIORAL SCIENCES (PSY 250 or SOC 250)

3 credit hours – Three hours weekly, one term.
Study basic statistics used in social and behavioral sciences. Covers standard topics in parametric statistics through a two-way analysis of variance. Also covers correlation, linear regression and non-parametric statistics.

INTRODUCTION TO PSYCHOLOGY (PSY 111)

3 credit hours -- Three hours weekly; one term.
A basic course intended to expose students to major psychological theories and concepts and related current research findings. Topics include learning, physiological bases of behavior, motivation and emotions, human development, personality and abnormal behavior.
DEVELOPMENTAL PSYCHOLOGY OR HUMAN GROWTH AND DEVELOPMENT (PSY 211)

3 credit hours -- Three hours weekly; one term.
Examination of current research and principles and theories of human growth and development. Provides an overview of the development of thinking, language, personality, motor behavior and social behavior from infancy through maturity.
### Physician Assistant Class Profiles

<table>
<thead>
<tr>
<th>CATEGORY</th>
<th>Class of 2017</th>
<th>Class of 2018</th>
<th>Class of 2019</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Age Range</strong></td>
<td>22-54</td>
<td>21-47</td>
<td>21-40</td>
</tr>
<tr>
<td><strong>Average Age</strong></td>
<td>32</td>
<td>27</td>
<td>26</td>
</tr>
<tr>
<td><strong>Gender</strong></td>
<td>28% Male, 72% Female</td>
<td>20% Male, 80% Female</td>
<td>23% Male, 77% Female</td>
</tr>
<tr>
<td><strong>Residency</strong></td>
<td>In-State: 77%, Out-of-State: 23%</td>
<td>In-State: 75%, Out-of-State: 25%</td>
<td>In-State: 74%, Out-of-State: 26%</td>
</tr>
<tr>
<td><strong>Education</strong></td>
<td>All have bachelor's degrees, 5 FMG's: 1</td>
<td>All have bachelor's degrees, 2 Other Doctorate Degrees: 1, FMG's: 1</td>
<td>All have bachelor's degrees, 4 FMG's: 2</td>
</tr>
<tr>
<td><strong>Major Fields of Undergraduate Study</strong></td>
<td>Biology: 14, Allied Health: 5, Exercise Science/Athletic Training: 4</td>
<td>Biology: 13, Exercise Science: 3, Kinesiology: 3</td>
<td>Biology: 14, Life Sciences: 2, Biochemistry: 2, Community Health: 2</td>
</tr>
<tr>
<td><strong>Average Cumulative GPA</strong></td>
<td>3.53</td>
<td>3.46</td>
<td>3.53</td>
</tr>
<tr>
<td><strong>Average Science GPA</strong></td>
<td>3.47 (75 credits)</td>
<td>3.40 (77.2 credits)</td>
<td>3.44 (75 credits)</td>
</tr>
<tr>
<td><strong>Common Patient Care Experience</strong></td>
<td>PCT/CNA, EMT Athletic Training, Medical Scribe, Medical Assistant, Physical Therapist Assistant</td>
<td>PCT/CNA, Medical Assistant, Medical Scribe Paramedic/EMT, PT Tech, Surgical Tech</td>
<td>PCT/CNA, Medical Assistant, Medical Scribe, Paramedic/EMT, Medical Technician</td>
</tr>
<tr>
<td><strong>Average Patient Contact Hours</strong></td>
<td>4,284</td>
<td>3,387</td>
<td>3,965</td>
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</tbody>
</table>
# Physician Assistant Course Outline

Anne Arundel Community College and
University of Maryland Baltimore
Collaborative PA Program

## Year One

<table>
<thead>
<tr>
<th>Course Number</th>
<th>Course Name</th>
<th>Number of Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>AACC PHA 105</td>
<td>Foundation of PA Practice</td>
<td>5</td>
</tr>
<tr>
<td>AACC PHA 110</td>
<td>Applied Medical Sciences</td>
<td>7</td>
</tr>
<tr>
<td>UMB MHS 600</td>
<td>Introduction to Library Resources &amp; Scholarly Writing</td>
<td>1</td>
</tr>
<tr>
<td>UMB MHS 602</td>
<td>Legal/Ethical Issues for Health, Human Services and Clinical Professionals</td>
<td>2</td>
</tr>
</tbody>
</table>

**Total Credits for Semester:** 15

<table>
<thead>
<tr>
<th>Course Number</th>
<th>Course Name</th>
<th>Number of Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>AACC PHA 112</td>
<td>Clinical Medicine 1</td>
<td>8</td>
</tr>
<tr>
<td>AACC PHA 112 LB</td>
<td>Clinical Medicine 1 Lab</td>
<td>0</td>
</tr>
<tr>
<td>AACC PHA 114</td>
<td>Pediatric Medicine 1</td>
<td>2</td>
</tr>
<tr>
<td>AACC PHA 115</td>
<td>Psychiatric Medicine</td>
<td>3</td>
</tr>
<tr>
<td>AACC PHA 120</td>
<td>Pathophysiological Approach to Pharmacotherapeutics 1</td>
<td>3</td>
</tr>
<tr>
<td>UMB MHS 615</td>
<td>Biostatistics for the Health Professional</td>
<td>3</td>
</tr>
</tbody>
</table>

**Total Credits for Semester:** 19

<table>
<thead>
<tr>
<th>Course Number</th>
<th>Course Name</th>
<th>Number of Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>AACC PHA 118</td>
<td>Clinical Medicine 2</td>
<td>8</td>
</tr>
<tr>
<td>AACC PHA 118 LB</td>
<td>Clinical Medicine 2 Lab</td>
<td>0</td>
</tr>
<tr>
<td>AACC PHA 119</td>
<td>Pediatric Medicine 2</td>
<td>2</td>
</tr>
<tr>
<td>AACC PHA 121</td>
<td>Emergency Medicine</td>
<td>4</td>
</tr>
<tr>
<td>AACC PHA 122</td>
<td>Patient Evaluation Lab</td>
<td>1</td>
</tr>
<tr>
<td>AACC PHA 123</td>
<td>Pathophysiological Approach to Pharmacotherapeutics 2</td>
<td>3</td>
</tr>
<tr>
<td>AACC PHA 211</td>
<td>Clerkship Boot Camp</td>
<td>1</td>
</tr>
<tr>
<td>UMB MHS 630</td>
<td>Essentials of Chronic and Infectious Disease Epidemiology</td>
<td>3</td>
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</table>

**Total Credits for Semester:** 22
Year Two

<table>
<thead>
<tr>
<th>Course Number</th>
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<tbody>
<tr>
<td>AACC PHA 219</td>
<td>Clerkship 1</td>
<td>4</td>
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<tr>
<td>AACC PHA 220</td>
<td>Clerkship 2</td>
<td>4</td>
</tr>
<tr>
<td>UMB MHS 633</td>
<td>Clinically Applied Social and Behavioral Health Theory</td>
<td>3</td>
</tr>
<tr>
<td>UMB MHS 652</td>
<td>Communication and Leadership</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td><strong>Total Credits for Semester:</strong></td>
<td><strong>14</strong></td>
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</table>

<table>
<thead>
<tr>
<th>Course Number</th>
<th>Course Name</th>
<th>Number of Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>AACC PHA 221</td>
<td>Clerkship 3</td>
<td>4</td>
</tr>
<tr>
<td>AACC PHA 222</td>
<td>Clerkship 4</td>
<td>4</td>
</tr>
<tr>
<td>AACC PHA 223</td>
<td>Clerkship 5</td>
<td>4</td>
</tr>
<tr>
<td>UMB MHS 608</td>
<td>Research Seminar 1</td>
<td>3</td>
</tr>
<tr>
<td>UMB PH605/PHSR605</td>
<td>Patient Centered Outcomes Research</td>
<td>3</td>
</tr>
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<td></td>
<td><strong>Total Credits for Semester:</strong></td>
<td><strong>18</strong></td>
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</table>

<table>
<thead>
<tr>
<th>Course Number</th>
<th>Course Name</th>
<th>Number of Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>AACC PHA 216</td>
<td>Issues and Trends</td>
<td>3</td>
</tr>
<tr>
<td>AACC PHA 224</td>
<td>Clerkship 6</td>
<td>4</td>
</tr>
<tr>
<td>AACC PHA 225</td>
<td>Clerkship 7</td>
<td>4</td>
</tr>
<tr>
<td>AACC PHA 226</td>
<td>Clerkship 8</td>
<td>4</td>
</tr>
<tr>
<td>UMB MHS 622</td>
<td>Improving Quality of Care in Health Systems</td>
<td>3</td>
</tr>
<tr>
<td>UMB MHS 609</td>
<td>Research Seminar 2</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td><strong>Total Credits for Semester:</strong></td>
<td><strong>21</strong></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Course Number</th>
<th>Course Name</th>
<th>Number of Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>AACC PHA 227</td>
<td>Clerkship 9</td>
<td>4</td>
</tr>
<tr>
<td>UMB MHS 700</td>
<td>Capstone Presentation</td>
<td>3</td>
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<tr>
<td></td>
<td><strong>Total Credits for Semester:</strong></td>
<td><strong>7</strong></td>
</tr>
</tbody>
</table>

|               | **Total Program Credits from AACC:** | **86**           |
|               | **Total Program Credits from UMB:**  | **30**           |
|               | **Total Credits:**                   | **116**          |

*Please note that curriculum may be subject to change.*
### AACC/UMB COLLABORATIVE PHYSICIAN ASSISTANT PROGRAM COSTS

<table>
<thead>
<tr>
<th>FEES</th>
<th>IN COUNTY</th>
<th><strong>OUT OF COUNTY</strong></th>
<th>OUT OF STATE</th>
</tr>
</thead>
<tbody>
<tr>
<td>per credit hour</td>
<td>$108.00</td>
<td>$208.00</td>
<td>$367.00</td>
</tr>
<tr>
<td>registration per semester (non-refundable)</td>
<td>$25.00</td>
<td>$25.00</td>
<td>$25.00</td>
</tr>
<tr>
<td></td>
<td>($175.00 for 7 terms)</td>
<td>($175.00 for 7 terms)</td>
<td>($175.00 for 7 terms)</td>
</tr>
<tr>
<td>Student Fees: (per credit hour)</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>athletic</td>
<td>$1.00/cr. hr.</td>
<td>$1.00/cr. hr.</td>
<td>$1.00/cr. hr.</td>
</tr>
<tr>
<td>educational services</td>
<td>$21.00/cr. hr.</td>
<td>$21.00/cr. hr.</td>
<td>$21.00/cr. hr.</td>
</tr>
<tr>
<td>student activities</td>
<td>$2.00/cr. hr.</td>
<td>$2.00/cr. hr.</td>
<td>$2.00/cr. hr.</td>
</tr>
<tr>
<td>graduation certificate</td>
<td>$20.00</td>
<td>$20.00</td>
<td>$20.00</td>
</tr>
<tr>
<td><strong>Total for Tuition &amp; Student Fees</strong></td>
<td><strong>$11,289</strong>*</td>
<td><strong>$19,631</strong>*</td>
<td><strong>$32,961</strong>*</td>
</tr>
<tr>
<td>Physician Assistant Program Fees:</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>laboratory</td>
<td>$1,500 (2 yrs.)</td>
<td>$1,500 (2 yrs.)</td>
<td>$1,500 (2 yrs.)</td>
</tr>
<tr>
<td>clinical</td>
<td>$6,750 (2 yrs.)</td>
<td>$6,750 (2 yrs.)</td>
<td>$6,750 (2 yrs.)</td>
</tr>
<tr>
<td><em>Total Cost for Certificate Program:</em></td>
<td><strong>$19,797</strong>*</td>
<td><strong>$28,397</strong>*</td>
<td><strong>$42,071</strong>*</td>
</tr>
<tr>
<td>Cost of Master of Science in Health Science from UMB</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Tuition per credit hour</td>
<td>$682.50</td>
<td>$682.50</td>
<td>$1,068.50</td>
</tr>
<tr>
<td>Online Student Services Fee</td>
<td>$25.00/credit hour</td>
<td>$25.00/credit hour</td>
<td>$25.00/credit hour</td>
</tr>
<tr>
<td>Technology Fee</td>
<td>$10.00/credit hour</td>
<td>$10.00/credit hour</td>
<td>$10.00/credit hour</td>
</tr>
<tr>
<td>Student Government</td>
<td>$10.00/semester</td>
<td>$10.00/semester</td>
<td>$10.00/semester</td>
</tr>
<tr>
<td>Activity Fee</td>
<td>$25.50/semester</td>
<td>$25.50/semester</td>
<td>$25.50/semester</td>
</tr>
<tr>
<td>Graduation (Diploma Fee)</td>
<td>$55.00</td>
<td>$55.00</td>
<td>$55.00</td>
</tr>
<tr>
<td>*Total Cost of AACC and UMB PA Collaboration</td>
<td><strong>$41,626</strong>*</td>
<td><strong>$50,226</strong>*</td>
<td><strong>$75,480</strong>*</td>
</tr>
</tbody>
</table>

### LABORATORY AND CLINICAL FEES

#### LAB

<table>
<thead>
<tr>
<th>Course</th>
<th>Description</th>
<th>Fee</th>
</tr>
</thead>
<tbody>
<tr>
<td>PHA 105</td>
<td>History &amp; Physical Examination</td>
<td>$300</td>
</tr>
<tr>
<td>PHA 110</td>
<td>Applied Medical Sciences</td>
<td>$200</td>
</tr>
<tr>
<td>PHA 112</td>
<td>Clinical Medicine 1</td>
<td>$150</td>
</tr>
<tr>
<td>PHA 118</td>
<td>Clinical Medicine 2</td>
<td>$300</td>
</tr>
<tr>
<td>PHA 121</td>
<td>Emergency Medicine</td>
<td>$550</td>
</tr>
<tr>
<td></td>
<td>Total</td>
<td>$1,500</td>
</tr>
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</table>

#### CLINICAL

<table>
<thead>
<tr>
<th>Course</th>
<th>Description</th>
<th>Fee</th>
</tr>
</thead>
<tbody>
<tr>
<td>PHA 105</td>
<td>Foundation of PA Practice</td>
<td>$200</td>
</tr>
<tr>
<td>PHA 122</td>
<td>Patient Evaluation Lab</td>
<td>$250</td>
</tr>
<tr>
<td>PHA 219</td>
<td>Clerkship 1</td>
<td>$700</td>
</tr>
<tr>
<td>PHA 220</td>
<td>Clerkship 2</td>
<td>$700</td>
</tr>
<tr>
<td>PHA 221</td>
<td>Clerkship 3</td>
<td>$700</td>
</tr>
<tr>
<td>PHA 222</td>
<td>Clerkship 4</td>
<td>$700</td>
</tr>
<tr>
<td>PHA 223</td>
<td>Clerkship 5</td>
<td>$700</td>
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<tr>
<td>PHA 224</td>
<td>Clerkship 6</td>
<td>$700</td>
</tr>
<tr>
<td>PHA 225</td>
<td>Clerkship 7</td>
<td>$700</td>
</tr>
<tr>
<td>PHA 226</td>
<td>Clerkship 8</td>
<td>$700</td>
</tr>
<tr>
<td>PHA 227</td>
<td>Clerkship 9</td>
<td>$700</td>
</tr>
<tr>
<td></td>
<td>Total</td>
<td>$6,750</td>
</tr>
</tbody>
</table>

**Total Laboratory and Clinical Fees:** $8,250*

*TUITION AND FEES ARE SUBJECT TO CHANGE

* Based upon 86 semester hours. Does NOT include prerequisite courses if taken at Anne Arundel Community College.

**Based on 30 credits at UMB; there is no cost for the 6 credits transferred from AACC. Please Note: This program is designated as a Health Manpower Shortage Program by the State of Maryland. Students who are Maryland residents may apply for a waiver of the out-of-county tuition differential. This Health Manpower Shortage designation is awarded annually and is subject to change.
Are you a qualified applicant?

☐ Do you have a bachelor’s degree or higher from a nationally recognized institution?

  o If you have not completed your bachelor’s degree, **do not submit a CASPA application until the degree is reflected on a transcript. No exceptions.**

    For foreign medical graduates a World Evaluation Services (WES) or Educational Credential Evaluators (ECE) course-by-course evaluation must reflect a minimum of a bachelor’s degree, master’s degree or doctorate under “U.S. Equivalency”; no other wording is acceptable. If you have international coursework that has not been evaluated by one of these two listed services, you must have a course-by-course evaluation completed before submitting your CASPA application (for details visit our website at [http://www.aacc.edu/programs-and-courses/credit-and-degree-seekers/physician-assistant/](http://www.aacc.edu/programs-and-courses/credit-and-degree-seekers/physician-assistant/)).

☐ Do you have the required minimum cumulative GPA of 3.0?

  o Please note, CASPA includes repeated coursework in their GPA calculation. In order to calculate your GPA, add all of the quality points on your transcripts and divide them by the total number of credits attempted. The cumulative GPA should include all credit coursework taken, including coursework (as well as repeated courses) taken on the undergraduate, graduate and doctorate level.

  o The CASPA GPA calculation does not include coursework from evaluations or institutions that are not nationally recognized. Evaluations, sent with the CASPA application, are verified and calculated by AACC PA admission staff using the same method of calculation for the CASPA GPA.

☐ Have you completed each required prerequisite with a grade of B (3.0) or higher?

  o Prerequisites are not transferred in; however they must be equivalent to the course descriptions listed in the admission requirements. It is the applicant’s responsibility to ensure that the basic information listed in the course descriptions is covered for each prerequisite. Please do not send or email transcripts to our office for transcript evaluation.

  o **A&P 1 and 2 prerequisites must be completed within 7 years of the date you submit your CASPA application.** If coursework is older than 7 years it must be retaken with a grade of B (3.0) or higher and reflected on the CASPA application. All of the other required prerequisites (Microbiology, Chemistry, Statistics and Psychology) do **not** have a time requirement.

  o Online courses are accepted provided they are equivalent. Science prerequisites that are completed online must include a lab component that covers the same material as listed in the course descriptions.
Entering Year 2018

- Courses **must** appear on the CASPA application with a final grade. Before you request your official transcripts, make sure the final grade is on the transcript. This is the applicant’s responsibility. If you have not completed all of the prerequisites, you must **wait to submit your CASPA application until the grades are posted on your official transcript.** No exceptions.

- All prerequisites are required to have a grade of B (3.0) or higher. A grade of B- (minus) will not meet the prerequisite requirement.

- For foreign medical graduates: prerequisites that were taken internationally must be reflected, with similar course name and number of credits, on the course-by-course evaluation.

☐ **Have you taken the GRE (Graduate Record Examination)?**

- The GRE must be taken within five years from the date your CASPA application is submitted.

- Official GRE scores are required to be sent directly to CASPA (not AACC) from ETS so that they are reflected on the CASPA application under the section for *Standardized Test*. **Official scores must be reported on the CASPA application and verified by CASPA by the application deadline.**

- No minimum score is required; however, a score of 40% or higher in both the quantitative and verbal portion of the GRE is recommended and will be given preference when evaluating applicants.

- Applicants who have not taken the GRE must register to take the exam through the Educational Testing Service (ETS) at [www.ets.org/gre](http://www.ets.org/gre).

- An existing master’s degree **does not** waive the GRE requirement.

- The GRE scores are viewed as a ‘piece’ of the academic profile; however, they are never the sole criteria for admission.

☐ **Can you demonstrate English proficiency?**

- If your native language or language of the home is not English, you must take the Test of English as a Foreign Language (TOEFL). The minimum acceptable TOEFL score for admission is 250 for computer-based tests, 100 for the internet-based tests. Please note that TOEFL scores are only valid for two years. **Official TOEFL scores must be reported on the CASPA application and verified by CASPA by the application deadline.** Applicants who earned a bachelor’s degree or higher from a nationally recognized institution in the United States may be eligible to submit a request to waive the TOEFL requirement—See TOEFL requirements in Admissions booklet.
Have you completed all of the requirements by the application deadline?

- The AACC/UMB Collaborative PA program must receive a completed CASPA application by **September 1st**.
  - It is strongly recommended that applicants submit their CASPA application by **July 1st** to ensure that the application is verified by CASPA prior to the program application deadline. Once the application has been verified, the AACC/UMB Collaborative PA admissions office will notify applicants via e-mail that the application has been received and further instructions will be provided.

- The CASPA application must reflect all of the program requirements as complete to be considered qualified and eligible for further consideration.
  - Be sure to check transcripts to ensure that recent coursework and degrees are reflected prior to sending transcripts to CASPA and submitting your application. Once a CASPA application has been completed by CASPA it cannot be updated, and we will not accept your application if all coursework and conferred bachelor’s degree are not verified. –see applicant checklist in Admissions booklet.

Do you have three letters of recommendation submitted to CASPA?

- Three letters of recommendation, preferably from a professor or others who can attest to the quality of your academic performance and scholastic potential. These letters must be submitted to CASPA, not directly to the AACC/UMB Collaborative PA program. It is strongly recommended that applicants use individuals that know them well (minimum of 6 months).

Are you a competitive applicant?

Do you have a minimum of 1400 hours of Patient Contact Experience (PCE)?

- The AACC PA program defines Patient Contact Experience as: *provision of services or care by a health care worker in a clinical setting, or an assigned home-based setting that has a direct influence and/or benefit on the outcome of the patient*. Examples of duties in this role would include: evaluation, assessment, management of a patient, patient education and implementation of a care plan.

- If an applicant is looking to obtain PCE, one semester courses such as the Patient Care Technician/GNA and EMT can be suggested. Other programs such as Surgical Technologist and Medical Assistant are also options.

- PA shadowing will not be considered as Patient Contact Experience and volunteering will be considered as Community Service.
Do you have a competitive science GPA and science credits?

- The science GPA of students who have matriculated into our program ranges from 3.30 - 3.5. Applicants who wish to be more competitive can take additional natural science courses to increase the science GPA.

- Applicants with a non-science degree are strongly recommended to have a minimum of 40 science credits. The higher the number of science credits an applicant takes, the more competitive they will be. The number of science credits taken by students who have matriculated into the program ranges from 60-100. Visit the CASPA website for a list of CASPA Course Subjects (https://portal.caspaonline.org/caspaHelpPages/frequently-asked-questions/academic-history/course-subjects/index.html).

Do you have a well-written personal statement?

- A personal statement consisting of 300-500 words outlining your goals and objectives in pursuing the physician assistant program and profession is recommended.

Do you have community, civil or military service?

- The AACC PA Program values service to country, state and local government as well as the community. Be sure to report this information on the CASPA Application under the Community Service and/or Military sections.

Do you have conversational fluency in another language in addition to English?

- The AACC PA program recognizes and promotes the value of diversity as well as the ability to communicate in other languages. Be sure to report additional spoken languages under the Personal Data section of the CASPA application.

Did you follow the recommendations?

- In addition to the program requirements, the following courses are strongly recommended for your success in the program: Medical Terminology, Biochemistry, and Developmental Psychology with a B or better. Applicants that have completed the recommended coursework, in addition to meeting the program requirements, may be more competitive.
Physician Assistant Program CASPA Application

2017-2018

CHECKLIST

Please make sure that you review this list and do not submit your application to CASPA unless you are able to answer yes to every question.

☐ I have completed all prerequisite courses with a grade B (3.0) or better.

☐ I have confirmed that the prerequisites courses have been posted with grades on the official transcripts that will be submitted to CASPA.

☐ I have a cumulative GPA of at least 3.0.

☐ I have confirmed that my conferred bachelor’s degree (or higher) is posted on the official transcript that will be submitted to CASPA.

☐ I have taken the GRE and will submit my official results to CASPA. CASPA must receive official scores by application deadline to be considered.

☐ If I am a foreign-educated applicant, I have had my foreign transcripts evaluated by WES or ECE and will submit my official evaluations to CASPA.
Once you submit your CASPA application it will move through the following process. Please note that your application must be considered COMPLETE by CASPA by the application deadline of September 1, 2017.

**In-Progress:** Your application has not yet been submitted to this PA program nor have you paid an application fee for this program. This program can see you are interested in their program, but cannot view your application information. You will receive a confirmation e-mail and notification to your application message inbox each time you submit to a program.

**Received > Awaiting Materials:** Your application has been submitted and your fees have been paid to this program, but you are still missing transcripts or letters of recommendation which are required by CASPA for your application to become complete and move on to the verification process. PA programs in this status can view your application information.

**Materials Received > Verifying:** Materials which CASPA requires to verify your application have been received and your application is in line for verification. Verification may take up to four weeks from the date your application is complete and moves into the “Materials Received > Verifying” status.

**Complete Date:** The date your application was completed and went in line for verification. Applications are placed in line in chronological order based on their complete date. This information is not displayed on the 3.0 application, but you can contact CASPA to determine your complete date.

**Complete Date Currently Being Verified:** The complete date of applications currently being processed by our staff. This information is not available to you through your application as it has been in past cycles. Please note that verification takes up to four weeks from your complete date and can occur at any time within that period. You will receive an email notification when your application has been verified. If it has been less than four weeks since your application became complete, please be patient and do NOT email customer service for this information.

**Undelivered:** An error has been found and your application has been returned to you for correction. Once corrections have been made, you must navigate to the status menu and “Re-deliver” your application to your submitted programs in order to be processed.

**Verified:** Your application has been processed and your GPA has been calculated. You will receive a confirmation e-mail and notification to your application message inbox that your application was verified.
Physician Assistant Applicant
Patient Contact/Healthcare Experience

Acceptable

Acupuncturist, if clinical
Anesthesia Tech
Athletic Trainer
Cardiovascular Tech
Caregiver, formal only
Chiropractor
Clinical Research
Corpsman
CT Tech
Dental Assistant
Dental Hygienist
Diagnostic Medical Sonographer
Dietician
EEG Tech
EKG Tech
EMT
Foreign Medical Grad
Forensic Pathologist
Gerontology Aide
Massage Therapist, if clinical
Medical Assistant – Clinical
Medical Assistant – Non Clinical
Medical Laboratory Tech
Medical Scribe
Medical Technologist
Medicine Aide
Natural Pathologists
Neurophysiology Technologist
Nuclear Med Tech
Nursing – RN/LPN/CRNP
Nursing Aide – PCT/GNA/CNA/PCA
Nutritionist/Registered Dietician
Occupational Therapist
Ophthalmic Tech
Optometrist
Orthopaedic Tech
Paramedic
Patient Care Assistant
Pharmacist
Pharmacy Technician, Clinical/Advanced Certificate
Phlebotomist/Venipuncture
Physical Therapist
Physical Therapy Aide
Physical Therapy Assistant
Psychologist
Radiologic Tech
Rehab Technician
Residency, if care plans
Patient Education (Clinical)
Respiratory Therapist
Social Worker/Counselor
Sonographer
Speech Therapist
Surgical Technologist

Unacceptable

Chaplain
Front Office/Receptionist
Health Information Tech
Histotechnologist
Medical Billing/Coding
Medical Records Clerk
Medical Transcriptionist
Mortuary Science
Office Administrator
Patient Transporter
Personal Trainer
Pharmaceutical Rep
Pharmacy Technician
Shadow
Student Internships
Vet Assistant
Vet Tech

Please note that this list is not all inclusive and should only be used as a guide.
Directions

TO ARNOLD CAMPUS:
101 College Parkway, Arnold, MD 21012

ANNE ARUNDEL COMMUNITY COLLEGE, eight miles north of Annapolis, MD, is easily accessible from the Baltimore-Washington-Annapolis triangle.

From WASHINGTON or ANNAPOLIS: Take Route 50 east to exit 27, Route 2 North (Gov. Ritchie Hwy.) toward Baltimore. Stay on Route 2 for approximately three miles. Turn right at the light onto West Campus Drive. Florestano is the building with the green roof.

From BALTIMORE: From Interstate 695 take exit 2, Route 10 toward Severna Park. Stay on Route 10 until it ends at Route 2 (Gov. Ritchie Hwy.) Follow Route 2 south approximately five miles. Turn left at the light onto West Campus Drive. Florestano is the building with the green roof.

MASS TRANSIT: The MTA’s Number 14 bus, which runs between Baltimore and Annapolis, stops frequently on the Arnold campus. Bus schedules are available at the Student Services Center.

AACC AT ARUNDEL MILLS:
7009 ARUNDEL MILLS CIRCLE, HANOVER, MD 21076

From the ANNAPOLIS Area: Route 2 North (Gov. Ritchie Hwy) to Route 100 West or I-97 North to Route 100 West to exit 10. At the foot of the ramp, turn left on 713, Arundel Mills Blvd. Turn right into the Arundel Mills Mall and turn right on Arundel Mills Circle. AACC at Arundel Mills is located on the outside of Arundel Mills Circle, directly across from Cinemark.

From BALTIMORE: From I-95 take Route 100 East to Exit 10A, Arundel Mills Blvd. or from Rt. 295 (Baltimore-Washington Parkway), take the Arundel Mills Blvd. exit and turn into the Arundel Mills Mall. AACC at Arundel Mills is located on the outside of Arundel Mills Circle directly across from Cinemark.

MASS TRANSIT: Use the MTA’s No. 17, Red Express Route through Howard Transit. The Annapolis Transit C-60 bus route runs from Annapolis to Arundel Mills via Glen Burnie and BWI.

The AACC Bookstore offers discounted MTA passes for students. Call 410-777-2220 for information.
Physician Assistant Program

Anne Arundel Community College

Health Sciences Admissions Office 410-777-7310
Information Sessions 410-777-7310
Counseling, Advising and Retention Services 410-777-2307
College Admissions Office 410-777-2203
Financial Services (Pre-acceptance) 410-777-2203
Website www.aacc.edu
Physician Assistant program website
http://www.aacc.edu/programs-and-courses/credit-and-degree-seekers/physician-assistant/

University of Maryland Baltimore

Website www.umaryland.edu
Financial Services www.umaryland.edu/fin
Phone: 410-706-7347
Fax: 410-706-0824
aidtalk@umaryland.edu