

Documentation Checklist (2016-2017 Application Cycle)

Required supporting documents are as follows:

APPLICATION DEADLINE: September 15, 2016 (12:00 noon PDT)

- ☐ **Transcripts** for **ALL** post-secondary institutions attended, including:
 - Home institution
 - Foreign transcripts¹
 - Institutions attended on a letter of permission or as a visiting student¹
 - Online courses¹
 - College/university courses taken during high school¹
 - All other post-secondary institutions attended¹
 - AP/IB transcripts if using for English requirement, except for UBC students²
- ☐ **UBC transcripts:** please mark the appropriate box on the application if you would like us to access your UBC transcript electronically. If you mark the box you do not need to submit a hard copy UBC transcript.
- ☐ **Re-applicants from 2015-2016:** please mark the appropriate box on the application if you would like your transcripts transferred forward. If you have not taken any coursework since you submitted your transcript last year, you do not need to submit new transcripts. All other documentation (BC residency, name change, etc.) should be uploaded via the Documents tab. We only transfer transcripts and will not transfer other documents.
- ☐ **Valid BC CareCard or BC Services Card** (if applicable) for proof of BC Residency
- ☐ **Valid Care Card from home province** (if applicable) for Yukon, NW Territories, or Nunavut to prove BC Residency.
- ☐ **Legal Name Change Documentation or Marriage Certification** (if applicable)
- ☐ **Online Application**
- ☐ **Application Fees - \$50 account fee and remaining application fee**

Due by October 1, 2016

- ☐ **WES/ICES Evaluation³** (if applicable)
- ☐ **MCAT scores must be released to UBC via the Score Reporting System.** Test dates from January 1, 2012 to August 25, 2016 are accepted.

¹ An official transcript from each institution is required even if the courses/grades appear on the transcript of your home institution.

² For information about AP and IB transcripts please see the “AP, IB and A Levels” section on the [Admission Requirements](#) page on our website. UBC students do not need to submit AP/IB transcripts. Students from all other institutions must submit AP/IB transcripts if using AP/IB exam scores to satisfy the English requirement. Please submit your AP/IB transcript requests early. It can take up to 72 hours for the Admissions Office to receive notifications about electronic IB transcripts after IB has confirmed the transcript release to the applicant.

³ A WES/ICES Evaluation is required for all applicants who studied for more than one semester at a post-secondary institution outside of the US or Canada unless 6 or fewer credits were taken. We require an original transcript from the foreign institution in addition to the evaluation. The verified transcript submitted as part of the WES ICAP evaluation is not sufficient; an original transcript must be submitted to the Admissions Office as well.

Note: References are not accepted until the interview stage. Do not submit any letters of reference when you apply. Similarly, proof of Canadian citizenship or permanent residency and proof of enrollment are not required until the interview stage.

You can check the status of your documents by logging onto the online application system and clicking on the Application Status tab.

It is your responsibility to ensure all essential documents are received in the MD Admissions Office by the deadlines.