

## APPLICATION INSTRUCTIONS

Apply online at [doctorsacademy.ucsf.edu](https://doctorsacademy.ucsf.edu)

Application Open: October 1 to December 1

### 1 STUDENT INFO



- Student full name & school id
- Date of birth
- Email address, home address and student phone number
- School info

### 2 PARENT/GUARDIAN INFO

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- Parent/Guardian One: name, phone, email and highest level of education completed
- Parent / Guardian Two: name, phone, email and highest level of education completed
- At least one parent or guardian must be listed to move forward on the application

### 3 ESSAY PROMPT



#### Tips for writing essay:

- Review essay prompt and rubric on page 2
- Draft your essay on a word document, then copy and paste onto the application when ready
- Check spelling and grammar: Ask others to review
- Use your own words: No plagiarism
- Be sure to answer essay prompt completely

### 4 ONLINE TEACHER RECOMMENDATION FORM

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- Two recommendations are required for application
- Must be 7th or 8th grade English, Math, Science, or History teacher
- Must have teacher's email address to proceed with the application
- It is the student's responsibility to follow up with both teachers to verify submission



### 5 WRAP UP



- Student signature: Use the track pad or mouse to sign your application as best as you can
- Date of submission
- Click the arrow to complete your application and submit

### 6 NEXT STEPS

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- Once you submit, an email with responses will be automatically sent to the student's email
- Periodic updates will be sent to the students via email
- Finalist notifications will be sent January via email



## Essay Prompt Information

This prompt helps us get to know you better and allows us to understand why you want to be in the Doctors Academy. Please answer the following writing prompt and use the rubric for guidance listed below.

**PROMPT:**

*Why do you want to be in the Doctors Academy Program? (Minimum 250 words)*

Your response must answer the initial question AND must also address one or more of the following statements. We encourage you to select the one(s) you most personally connect to or have experience in:

- Describe an experience you or someone close to you had with an illness that required medical attention.
- Discuss your personal desire to help those in need.
- Highlight/discuss a health disparity in your community.
- Write about a role model or important person in your life who has motivated you to pursue your goals.

### Essay Rubric

CATEGORY	A STRONG ESSAY WILL DEMONSTRATE THE FOLLOWING
Addressing the Prompt	Writer addresses the initial question AND at least one or more of the statements listed and provides an in-depth response with details which moves beyond a simple answer
Interest & Alignment with Program Goals	Writer shows strong interest in health careers and clearly explains how their experiences and goals connect to the program.
Grammar & Punctuation	Writer makes no errors which interfere with meaning and writes sentences which flow well.

**Additional tips for writing the essay:**

1. Check for spelling and grammar.
2. Ask a friend or family member to read it before submitting.
3. Double check that both questions have been answered thoroughly.
4. Use your own words and do not plagiarize.
5. If you use information from print and/or digital sources, quote, or paraphrase, you must use citation.
6. It is recommended to copy/paste from a Word or Doc file rather than re-typing.
7. Both statements should be unified, coherent, and well-developed reports that answer the questions completely and support your desire to participate in the Doctors Academy.

**Still Need Application Assistance?**

Check our website to attend an:

- Application Assistance Workshop (for students)
- Information Night Session (for students & parents)

or

Reach out directly to our Academic Program Coordinators

**Caruthers High School Applicants:**

Ruth Salazar, ruth.salazar@ucsf.edu

**Sunnyside High School Applicants:**

Marisol Vargas, marisol.vargas2@ucsf.edu