



TEXAS TECH UNIVERSITY  
HEALTH SCIENCES CENTER™

School of Medicine

Operating Policy and Procedure

**SOM OP:** 70.03, **Student Interviews**

**PURPOSE:** The purpose of this School of Medicine (SOM) Policy and Procedure is to outline and describe the processes for Interview Day at the TTUHSC SOM.

**REVIEW:** This SOM Policy and Procedure shall be reviewed within each odd-numbered fiscal year by the Admissions Selection Committee. Revisions will be forwarded to the Office of the Dean for approval and publication.

**POLICY/PROCEDURE:**

1. **General.** This policy outline activities managed by the SOM Admissions Interview Committee and the SOM Office of Admissions and Diversity.
2. **Interview Day Schedule.**
  - a. An informational session is presented for all applicants during which details about TTUHSC SOM are shared and questions are answered.
  - b. Applicants are given the opportunity to take a tour of the SOM facilities led by current medical students.
  - c. Applicants are provided lunch during which they can visit with current medical students.
  - d. Each applicant will participate in at least two, twenty-minute interviews with members of the Admissions Interview Committee. Students interviewing for dual degree programs or FMAT program will participate in up to two additional interviews, depending on the program.
  - e. Following interview day, an e-mail invitation to participate in an online evaluation of the day's events is sent to each applicant.
3. **Interview Results**
  - a. Each interviewer submits interview scoring rubrics and narrative comments to support scoring choices. In addition, each interviewer will make a categorical recommendation in one of the following categories:
    - 1) Top Priority
    - 2) Highly Acceptable
    - 3) Acceptable

- 4) Low Accept
- 5) Reject
- b. Interview results are considered by the Admissions Selection Committee when making decisions regarding official recommendations for acceptance.