

# A COMPLETE APPLICATION

How to ensure your application is ready for review

## Finish the Personal Information section in CASAA.

### Step 1

Once you've created your account in CASAA and selected the MSA Program at Case Western Reserve University, you should start your application by filling in your personal information. There are six areas to be completed within this section, and it should take no longer than 30 minutes to enter your information.

## Write your personal statement.

### Step 3

The prompt is straightforward: explain your motivation for selecting a career in healthcare and, specifically, why you're interested in becoming a CAA. We recommend writing at least three paragraphs in response, and carefully proofreading before submitting your statement.

## Request your MCAT scores.

### Step 5

Just like your transcripts, you will self-report your MCAT score in the Academic History section—but your application won't be considered complete by the MSA Program until your official scores post to your account. This process can take 10-12 days, and the request must be made through the AAMC Score Reporting System.

## Request three recommendation letters.

### Step 2

For a complete application, you'll need three recommendation letters, or evaluations, submitted on your behalf online. You can make the requests to your three evaluators directly from CASAA. We highly recommend following up with your evaluators to ensure they received the request, and have submitted the evaluations.

## Request your official transcripts.

### Step 4

Though you will enter your transcripts manually in the Academic History section, you'll need to request official transcripts from all of the colleges you've attended for your application to be considered complete. It can take several days for a transcript request to be processed—so make the request now rather than later!

