

APPLICATION INSTRUCTIONS FOR APPLYING TO THE HEALTH POLICY SCHOLARS PROGRAM

Application for admission to the RWJF Health Policy Scholars Program (also known as the Certificate in Health Policy Program) is considered complete when all materials have been received by the Meharry Office of Admissions and Recruitment.

APPLICATION MATERIALS

1. Completed Application Form
2. Statement of Purpose
3. Two Recommendation Letters
4. Official or Unofficial Transcripts
5. Curriculum Vitae or Resume (optional)

APPLICATION FORM

Complete the application online or print the PDF form. Email, mail, fax or deliver your application packet to the Office of Admissions & Recruitment. Email your application to hpadmissions@mmc.edu or fax to 615-327-6228.

STATEMENT OF PURPOSE

Please answer the following question in essay format:

Why are you interested in the Certificate in Health Policy Program, and how will health policy enhance your educational and/or career endeavors? Also, please provide any previous health policy related activities, education, research, or employment you possess.

Your statement of purpose should be **at least** one page, double-spaced and typed in MS Word. Please attach the essay pages to the Application Form.

RECOMMENDATION LETTERS

Two (2) letters of recommendation must be completed before the application deadline by a current or previous faculty member or person(s) who are qualified to certify as to the applicant's abilities or character. The letter **must** be written on official company letterhead, placed in a sealed envelope, and mailed directly to the Office of Admissions & Recruitment or emailed to hpadmissions@mmc.edu.

OFFICIAL TRANSCRIPTS

Official transcripts must be obtained from all undergraduate and graduate institutions you attended. Please accompany all transcripts with your application form. The Committee will accept unofficial transcripts but prefer official transcripts.

COMPLETED APPLICATIONS SHOULD BE SENT DIRECTLY TO:

Meharry Medical College
Office of Admissions and Recruitment
1005 Dr. D.B. Todd, Jr. Boulevard
Nashville, Tennessee 37208
Email submissions to: hpadmissions@mmc.edu
Fax submissions to: 615-327-6228

DO NOT SEND ANY APPLICATIONS TO THE RWJF CENTER FOR HEALTH POLICY.

APPLICATION DEADLINE Submissions are due by **Friday, May 1, 2015 at 5:00 p.m. CDT.**

QUESTIONS? Please email all inquiries to hpadmissions@mmc.edu.