SUMMER HEALTH PROFESSIONS EDUCATION PROGRAM
APPLICATION CHECKLIST

☐ An AAMC account is required to access the application. Register for an AAMC account if you do not already have one.

☐ Submit the online SHPEP application by 11:59 PM ET February 5th.

☐ Request one copy of an official transcript from every U.S., U.S. territorial, or Canadian post-secondary institution you have attended. The institution’s registrar’s office must mail your transcript to the SHPEP National Program Office to the address OR email below. Review the application materials page for a complete list of transcript requirements.

   Address:
   Summer Health Professions Education Program
   AAMC
   655 K Street NW, Suite 100
   Washington, DC 20001-2399

   Email: SHPEPTranscripts@aamc.org

☐ Request one recommendation from a pre-health advisor or a college professor within your major field of study. Review the application materials page for a complete list of recommendation guidelines. Designate your recommender on your SHPEP application using the AAMC Letter Writer application service. They will receive an email with the appropriate link to complete their reference for your application. Please do not have your recommender email or mail in your letter or recommendation form.

☐ Application materials must have a postmark/timestamp date no later than February 5th.