

UC San Diego Skaggs School of Pharmacy and Pharmaceutical Sciences (SSPPS)

PharmCAS Application Tips



This guide* outlines a few tips for filling out your PharmCAS application.

*Refers to common issues experienced by our applicants, and should be used **in addition to** the [PharmCAS Application instructions](#).

✓ Academic History

○ Colleges Attended

Report **ALL** colleges and universities attended, regardless of time spent there or relevance to the SSPPS pharmacy program.

Failure to do so may cause your application to be undelivered and significantly delay the final processing of your application.

○ International Institutions

Applicants who have attended an international college or a university **must** contact the SSPPS Office of Admissions (spsadmissions@health.ucsd.edu) as well as submit a **World Education Services (WES)** evaluation as part of their application. Please visit our webpage on [International Transcripts](#) for more information.

○ Official Transcripts

After you've sent all your official transcripts to PharmCAS*, **keep track of their delivery via the "Check Status Tab"**. You should also follow up with PharmCAS if you don't receive confirmation of their receipt of your transcripts.

If PharmCAS does not receive one or more of your transcripts, they will be unable to verify your application and final processing will be delayed.

*You do NOT need to also send your transcripts to SSPPS when applying.

✓ Supporting Information

○ Extracurriculars, Employment, Pharmacy & Healthcare Experience

SSPPS recommends adding **ALL** extracurricular activities, employment, shadowing, or volunteer experience regardless of their relevancy to pharmacy. Pharmacy experience (including, but not limited to, healthcare experience and pharmacy-related experience in a patient care setting) will make you a more competitive applicant.

The Admissions Committee wants to be able to see your school/life balance, view any leadership positions you've held, and see your passion for the pursuit of the pharmacy career, so please be thorough!



- **Personal Statement**

SSPPS recommends that you begin to draft your Personal Statement even before the PharmCAS application cycle begins. This is the part of the application where you show us who you are. We recommend including:

- What led you to pursue pharmacy as a career.

- How you've explored the pharmacy profession.

- Gaps in schooling/employment/etc. where applicable.

- Special life circumstances that may have resulted in academic difficulties where applicable.

- Any other information that you feel would be relevant for the SSPPS Admissions Committee to know.

You should also proofread your statement and avoid plagiarism of any kind.

- **Evaluations/Letters of Recommendations**

SSPPS requires at least 3 evaluations (also known as Letters of Recommendation). We recommend choosing evaluators who know either your academics or your work experience well, in addition to your personality and skills.

Notify your selected evaluators in advance and inform them of the PharmCAS application deadline to ensure timely completion. Follow up with your evaluators regularly to track submission. For more information, please see our [Letters of Recommendation Requirements](#).

✓ Finalized Application Submission

- **Review Application**

Review your entire application and ensure it is filled out to completion.

- Hint:** All information that would be listed on a CV should be listed in your application.

The Admissions Committee wants to know as much as they can about you, including how you have succeeded and how you persevere through difficulties.

- **PharmCAS Application Status Designations**

Be proactive in checking your application's delivery status regularly. In the event that PharmCAS places it in the "On Hold" or "Undelivered" statuses, you should address the issue right away to minimize delay in the verification process.

Also be aware of the PharmCAS Application Status Designations:

- In Progress** - Application has not yet been submitted

- Received** - Application submitted ONLY to PharmCAS, but they have not yet received all official transcripts

- Complete** - Application, transcripts, and fees received ONLY by PharmCAS, in queue for verification

- Verified** - Application has been verified by PharmCAS and is now accessible by UCSD SSPPS

SSPPS wishes you the best of luck! Please do not hesitate to reach out to our Office of Admissions staff at any time for questions related to your application:

Email us: sppsadmissions@ucsd.edu

Connect with us via LiveChat: <https://pharmacy.ucsd.edu>