

Ophthalmology Residency Applicant Webinar 2021



How would you recommend including documents for Step 1 and Step 2 CK in SFMatch (official transcript upload vs official transcript mailed to SFMatch vs unofficial PDF transcript upload)?

Official transcripts are not required but generally look better. All documents are uploaded and do not need to, but can be mailed to our office.

Is there zero process time from our application submission and program receiving the application?

Yes but no applications are released until Sept 1st per the AUPO.

Is it normal for our resume photo to look slightly grainy when we click on it, or is that an issue with the resolution of our headshot that we need to fix?

The photo should be visible and readable by programs. If the photo looks grainy contact our office helpdesk for assistance. You may need a new photo but we can verify.

Does the transcript for undergrad have to be an official or can it be unofficial?

It can be unofficial and that is how many submit documents.

Do programs only receive the uploaded PDF document for Step 1? Or do they also request an official Step 1 PDF from the USMLE organization?

They only receive what you provide so we recommend you include the performance profile.

Should we include educational info from study abroad in undergrad or does that not matter?

Yes if it is related in some way to your education and your life experience it should be included to help you stand out.

Will our schools be notified about our registration status? Should we also reach out to them directly?

US Medical Schools that have students in the match will be notified of your registration but it is recommended that you check with them regarding transcripts and the MSPE upload to ensure they do their part.

If you took courses prior to getting into medical school to help get in (biochem, physics, etc), but not another degree. Do we have a place to include that?

It is optional to include those transcripts with your undergraduated transcripts. You would have to scan them all as one file and upload them as the college transcript in your SF Match account.

I am a non traditional applicant, will have completed IM residency. Do I list this under education, employment, or both. Also all three of my step exams on same transcript. Ok to just upload this once?

List the residency training in the Education section.

What's the typical processing time for recommendation letter processing towards late August? Will it be readily available once the system receive it?

Letters of Reference are uploaded by the letter writer. If you are mailing letters to be processed in late August allow up to 10 business days for processing. It may be less but that is the busiest time of year.

Any job you have ever had or only jobs during medical school?

Any jobs that you have had can be listed.

How might our previous work be related to our medical career? Does that mean in the medical field?

Could be health or medical related jobs, jobs related to education (tutor, test prep, etc), etc. anything that might help you prepare for your career in medicine.

Where do we enter publications that are submitted and accepted but not yet published

Peer-Reviewed Journals/Articles (Published) and enter "Accepted" or "In Press" in the Publication Med-line Unique Identifier field.

How should we submit research that has been submitted for publication/pending publication?

If the publication has been accepted, choose Peer-Reviewed Journals/Articles (Published) and enter Accepted in the Publication Med-line Unique Identifier field. If the publication is submitted, choose Peer-Reviewed Journals/Articles (Other than Published) and enter Accepted in the Publication Med-line Unique Identifier field.

Would complex would be required like a step would be required for a MD? how would you recommend a DO student submit their scores if they have step 1 score?

In the Personal Info > Exam area, COMLEX and USMLE scores are available to add for all applicants.

How to indicate publication accepted but not yet in print?

Peer-Reviewed Journals/Articles (Published) and enter "Accepted" or "In Press" in the Publication Med-line Unique Identifier field.

I did not see any area for research that is currently being conducted...? Is there a place to enter that?

In the Honors/Interests section there is also space to include research activities.

Can we adjust the font size in the free text box? If so, how?

No the box is a fixed size to ensure that the reviewers can read the sections.

The GPA section under education will not accept "NA", it must be numerical. What do you recommend writing?

Enter a number or leave the field blank. The transcripts will confirm that a GPA is not available.

Do we need to follow the Honors and awards section based on the presentation? I wrote that section divided up based on schools attended

The presentation was an example and you are not required to follow that approach.

IMG schools can upload medschool documents?

No, IMG schools cannot upload documents on behalf of applicants.

Can undergraduate transcripts be unofficial copies?

Yes

Does the undergraduate transcript need to be an official copy?

Student issued copies are acceptable.

I apologize if this was asked earlier, but are unofficial score reports acceptable for Step 1/2, because I believe we are charged if we want them sent directly?

Student issued copies are acceptable.

I may have missed it, but what would you recommend to put in the "Career Objectives" and how long would you recommend the section itself be?

Historically the career objectives is usually 2-3 sentences.

If we took Step 2, but prefer to just send Step 1 scores to programs, is this ok? Is providing Step 2 truly optional, or will programs obtain it somehow through NBME/USMLE?

Optional

Is it possible to formally apply before all letters of rec have been uploaded or do we need to wait until we can assign all of the uploaded letters to the program on the programs tab?

You can apply before your letters are assigned.

It is showing letters of rec completed and there were only two requested. How do you add additional?

Go to Documents > LOR

Can I add my step 2 CK score after I submit?

Yes you can add the score in the profile by selecting the pencil icon next to the step 1 score entered. It is updated to all programs in realtime.

Do I need to have letters of recommendation and medical school transcripts uploaded before I can submit the application?

You can submit the application information (Personal Info and Additional Info) prior to having the required documents uploaded.

Are the first three letters you request the final three? I heard this was the case last year

You can receive more than three letters of recommendation in the SF Match account. Three letters of recommendation must be assigned to each program you apply to.

Are file names (eg. letter-1, letter-2) also transmitted to programs?

No

When assigning letter of recommendations to programs, I noticed you are only given the name of the letter writer. If we had the same writer upload an updated letter under a new letter request, how can we tell which letter is the updated letter?

Contact the SF Match office as each upload is assigned a unique identification number.

Once I submit my application how long is the processing time before residencies can download the application?

Applications become available to download as soon as an applicant applies to a program. Programs receive an e-mail notification when the application becomes complete.

So if one "Applies", are you saying that we can submit an incomplete application that is yet to have assigned documents like LORs (as long as they are uploaded in as global documents)?

An application will not be complete until all required items are completed including the Additional information form. . Applying allows programs to view your basic profile information with contact information, basic scores entered.

How do we ensure our medical schools upload our transcript?

Contact your medical school to confirm they will upload the medical school transcript into your SF Match account.

Can programs see that someone applied an incomplete application to them before Spet 1?

Programs can see the date when an application becomes complete.

When you submit your step 2 scores after you apply are they uploaded to all programs automatically?

No. Applicants should upload the USMLE Step 2 CK once they have received the results.

Can I upload my step 2CK transcript after I submit my application?

Yes

Does assigning letters of recommendation separately mean that you cannot include that particular program (ex. UCLA, as the presenter was demonstrating) in the payment the first time around?

You can apply to all of the programs at one time and assign the appropriate documents.

How to submit an ECFMG certificate as only hard copy for it is available?

ECFMG is a document that can be uploaded in the Documents > Global > Expected area

If we have already gotten 18 interview invitations, what happens if we get another? Can we cancel another interview to accept a new 18th?

Yes

Can you change the email that you used to create the SF match profile?

Yes

Are there any additional program specific questions? Or is it just the one autobiographical essay and two short answer questions for all the programs?

In the Program Directory, review the program description to see if additional information is required from specific programs.

Where can we indicate that we would like to receive interview invitation notifications by SMS?

Go to your Settings page and turn on SMS.

Can Programs send more interview invites than total slots available?

No

All we have to do in order to get SMS interview motivations is verify our phone number, correct? It did not explain what exactly will entail after verifying on SFMATCH

Go to your Settings page, verify your phone number, enter the confirmation code and turn the SMS toggle button to the On position.

Do I have to submit the ECFMG certificate before applying?

No, the ECFMG is not a required document.

Will programs interview days be updated earlier in the cycle before interviews have gone out?

Yes, programs will update this information throughout the match cycle.

Is it possible to receive an interview invite, but all spots have already been taken and the only option is to sign up for a waitlist? I.e. how time-sensitive is it to immediately schedule an interview after an invite?

Interview invitations are time sensitive. It is possible that an applicant receives an invitation and the preferred date/time slots have been taken by other applicants. The waitlist (if program has enabled the option) is available for applicants that have accepted an interview invitation.

Is there a time limit between receiving an interview invite and accepting? Thank you

Most programs allow applicants at least 1 day to respond.

Will programs send out more invites than there are interview spots?

No

What time of the day on feb 1 is rank list due?

12 noon pacific time

How can I address ophthalmology projects that I am working on but haven't submitted for publication yet?

The Honors/Interests section has space for research activities.

What about non pubmed indexed peer reviewed published articles? Can we write NA for the PMID

Yes

If you took courses prior to getting into medical school to help get in (biochem, physics, etc), but not another degree. Do we have a place to include that?

It is optional to include those transcripts with your undergraduated transcripts. You would have to scan them all as one file and upload them as the college transcript in your SF Match account.

For projects that have been published, should we also include these in our research activities section?

Listing the same information multiple times is not advised.

How do we approach submission of undergrad transcripts if we're a community college transfer student?

The transcript from the undergraduate university that you graduated from is required. Other undergrad transcripts are optional to include.

Is MSPE a required document?

No, the MSPE is not a required document. It is an Expected document and for U.S. Seniors, MSPEs will be released to programs on September 29th.

Can I upload my ECFMG certificate after I submit my application?

Yes

Can DO applicants opt to only submit step 1 scores alone as opposed to comlex?

DO students can upload COMLEX scores.

Will applications be released to programs without an MSPE? My school has a strict policy to not upload MSPEs until late September

Yes

For IMGs, do medical schools have to upload transcripts?

IMGs are required to obtain the medical school transcript and upload the file into the SF Match account.

If we attend a medical school that submits the MSPE after September 1st, will programs not open our application until the MSPE is submitted?

The MSPE is not a required document. Many programs will review applications prior to MSPEs being released.

Is med school transcript required for complete app?

Yes