

Pre-Accreditation Element 9.1.1: Admission Policy

Element Description

A COM must establish and publish admission requirements for potential applicants to the osteopathic medical education program and must develop and apply effective policies and procedures for medical student selection and enrollment consistent with the COM's mission, vision, and values.

A COM must develop and implement policies and procedures as well as provide the human and physical resources required to support and promote health and wellness in order to meet and advance the physical, emotional, mental, career, academic and professional needs of its students, faculty and staff. All osteopathic medical students of the COM have the same rights to and must receive comparable services.

A COM must establish and publish, to the public, admission requirements for potential applicants to the osteopathic medical education program and must use effective policies and procedures for osteopathic medical student selection for admission and enrollment, including demonstration of technical standards for admissions. A COM must tie all admissions policies to the COM mission.

Provide all admission requirements and policies and procedures for osteopathic medical student selection and enrollment.

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XUCOM Narrative

XUCOM's Admission Process: Application Policy and Selection and Enrollment Policy are attached.

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XAVIER UNIVERSITY College of Osteopathic Medicine Admission Process: Application Policy

Effective: September 1, 2025

Last Revision: (Date)

Next Review: June 30, 2026

Responsible College Officer: Senior Associate Dean, Academic Affairs

Scope: COM Administration

Distribution List: XUCOM; Webpage

A. PURPOSE

To standardize and make transparent the steps required to formally submit an application for admission to the Doctor of Osteopathic Medicine (DO) program at XUCOM.

B. POLICY

Element 9.1 of the Commission on Osteopathic College Accreditation (COCA) *New and Developing Accreditation Standards* (effective September 26, 2023; edited October 1, 2024) requires that a COM establish and publish to the public admission requirements for potential applicants to the osteopathic medical education program and must develop and apply effective policies and procedures for medical student selection and enrollment consistent with the COM's mission, vision, and values.

C. DEFINITIONS / ABBREVIATIONS

AACOMAS / American Association of Colleges of Osteopathic Medicine Application Service

AAMC / Association of American Medical Colleges

COCA / Commission on Osteopathic College Accreditation

MCAT / Medical College Admission Test

sGPA / Science GPA

tGPA / Total Grade Point Average

USDE / United States Department of Education

XU / Xavier University

XUCOM / Xavier University College of Osteopathic Medicine

Pre-Health Committee / A group of faculty that write a single Letter of Recommendation

D. PROCEDURE / PROTOCOL

Requirements to Apply

The XUCOM Admissions Committee reviews application materials holistically. Although XUCOM does not set minimum values for tGPA, sGPA, and MCAT, applicants within a cohort group are expected to have competitive tGPA, sGPA, and MCAT scores. MCAT scores cannot be more than three (3) years old at the time of application.

Letters of recommendation and shadowing experiences are described under *Secondary Applications*.

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Applicants must have completed a bachelor's degree or higher-level degree from a college or university accredited by the USDE by the date of matriculation.

The undergraduate course credit hour requirements for admission are:

Course	Required (minimum college credit hours)
Biology/Zoology with lab	8
General/Inorganic Chemistry with lab	8
Organic Chemistry with lab	8
Physics with lab	8
Algebra or higher-level math	3
English	8
Behavioral Sciences	6

Course	Recommended (minimum college credit hours)
Molecular Biology and/or Genetics	3
Immunology	3
Introduction to Communications or Acting or Public Speaking	3

Step 1: AACOMAS Application

XUCOM participates with other osteopathic colleges in a centralized application processing service called the American Association of Colleges of Osteopathic Medicine Application Service (AACOMAS). An application must be submitted online at:

https://aacomas.liaisoncas.org/?utm_source=aacom&utm_medium=referral&utm_campaign=top-nav-link.

Detailed instructions can be accessed through and questions can be answered by contacting: AACOMAS aacominfo@liaisoncas.com or (617) 612-2889

To initiate the application process, applicants must apply directly to AACOMAS.

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AACOMAS is available to potential applicants (?) for the entering class from May through March of the year applying.

Applicants must request all official transcripts from all colleges and universities attended to be mailed directly from the institution(s) to the AACOMAS office. Students should also ensure all MCAT scores are forwarded directly to AACOMAS from the AAMC.

Applicants who have taken course work from an international institution must also submit to AACOMAS an evaluation of their transcripts in a course-by-course fashion from one of the AACOMAS-approved evaluation services. The evaluation service must verify course work completed at an institution outside of the US is comparable to a USDE-accredited US college or university in a course-by-course fashion. XUCOM will not consider such coursework as being completed unless the evaluation service verifies comparability.

Step 2: XUCOM Secondary Applications

After receipt of the AACOMAS application, XUCOM performs an initial screening of the application. Applicants determined to be eligible for a Secondary Application based on criteria established by the XUCOM Admissions Committee, may be invited to submit a Secondary Application and supporting documents. Please note, XUCOM screens all primary applications, and not all applicants will receive an invitation to submit a Secondary Application. A decision by the XUCOM Admissions Committee not to invite an applicant to submit a Secondary Application is final.

Applicants invited to submit a Secondary Application will receive an email notification from the Office of Strategic Enrollment Management (COM Admissions). This email will contain information and instructions on how to complete the Secondary Application and submit the processing fee. A non-refundable fee of \$50.00 is payable upon submission of the Secondary Application for admission. XUCOM waives this fee if the applicant has an approved AACOMAS fee waiver document.

In addition to the Secondary Application and non-refundable processing fee or AACOMAS fee waiver, applicants must submit two required letters of recommendation. Letters of recommendation must be originals on professional or college/university letterhead and signed by the evaluator, less than three (3) years old, and focus on information specific to a medical school application. Letters of recommendation may not be written by a relative, including relatives through marriage. XUCOM accepts letters through AACOMAS, Interfolio and mail (addressed to the Office of Strategic Enrollment Management).

Letters of recommendation which are included as a part of a pre-health committee packet or letters from an official evaluation collection service (AACOMAS or Interfolio) recognized by XUCOM as a part of their official application packet and are accepted without signature or letterhead, as long as the letters are sent directly from the authors to the pre-health committee. If the applicant's school does not utilize a pre-health committee, a letter must be from a full-time science PhD faculty member familiar with the academic work of the applicant. A second letter of recommendation must be from either an

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osteopathic physician (DO) or an allopathic physician (MD). Although a letter from an osteopathic physician is not required, it is strongly recommended.

While shadowing experience with a DO is not required of applicants, it is suggested because applicants who have shadowing experience with an osteopathic physician typically demonstrate a more robust understanding of the practice of osteopathic medicine.

XUCOM welcomes additional letters of support or recommendation from those who are acquainted with the student's academic or professional ability. XUCOM receives additional letters of recommendation via AACOMAS, Interfolio, and mail.

E. EXHIBITS

XUCOM Catalog
XUCOM Committees

F. RELATED POLICY/POLICIES

Admissions Process: Selection and Enrollment
Technical Standards

G. REVIEW SCHEDULE

Annually (before June 30th)

Involved Parties: XUCOM Dean; XUCOM Dean's Council; XUCOM Admissions Officer

This Policy may be reviewed and changes made at any time.



Approval/Dean's Signature

09/01/2025

Date

Revision Date	Summary of Changes	Approval Date

XAVIER UNIVERSITY

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College of Osteopathic Medicine Admission Process: Selection and Enrollment Policy

Effective: September 1, 2025

Last Revision: (Date)

Next Review: June 30, 2026

Responsible College Officer: Senior Associate Dean, Academic Affairs

Scope: COM Administration

Distribution List: XUCOM; Webpage

A. PURPOSE

To standardize and make transparent the process employed to select and enroll qualified students for admission to the Doctor of Osteopathic Medicine (DO) program at XUCOM.

B. POLICY

Element 9.1 of the Commission on Osteopathic College Accreditation (COCA) *New and Developing Accreditation Standards* (effective September 26, 2023; edited October 1, 2024) requires that a COM establish and publish admission requirements for potential applicants to the osteopathic medical education program and must develop and apply effective policies and procedures for medical student selection and enrollment consistent with the COM's mission, vision, and values.

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D. PROCEDURE / PROTOCOL

XUCOM has adopted admissions policies and criteria designed to meet its mission to establish a reflective and discerning medical community that educates osteopathic physicians in the Jesuit Catholic tradition to be fully alive intellectually, morally, and spiritually in their individual journey. Our graduates will be relentless in their pursuit of compassion, excellence, and service to their patients and communities in becoming impactful physician leaders. XUCOM faculty, staff, and students value teamwork, leadership, professionalism, integrity, and the ethical treatment of all humanity.

The XUCOM Admissions Committee ensures qualified students are selected for matriculation to Doctor of Osteopathic Medicine Program at Xavier University.

The guiding principles of the XUCOM Admissions Committee are to:

1. Review each applicant as a whole person: mind, body, and spirit.

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2. Evaluate each applicant's potential for success in the Doctor of Osteopathic Medicine (DO) curriculum.
3. Assess each applicant's commitment and aptitude as a future practicing osteopathic physician.
4. Consider each applicant's interest in serving rural and underserved populations.
5. Help confirm the applicant's commitment to the XUCOM Mission and the osteopathic profession.

The XUCOM Admissions Committee is committed to selecting applicants who align with XUCOM's mission and values and who will be an asset to the profession of osteopathic medicine.

When reviewing applications, the goals of the XUCOM Admissions Committee include, but are not limited to, evaluating:

- Each applicant as a whole person.
- Each applicant's interest in serving rural and underserved populations.
- Each applicant's potential success as a Doctor of Osteopathic Medicine.
- Each applicant's compassion, knowledge, and commitment to healthcare and the XUCOM Mission.

The XUCOM Admissions Committee considers an applicant's academic background, achievements, Medical College Admissions Test (MCAT) scores, letters of recommendation, health-related work and research, and volunteer experience. Additionally, the committee pays special attention to the following:

- Each applicant's interest in serving rural and underserved populations.
- Each applicant's potential success as a Doctor of Osteopathic Medicine.
- Each applicant's compassion, knowledge, and commitment to healthcare and the XUCOM Mission.

E. EXHIBITS

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