The Association of Genetic Counseling Program Directors (AGCPD)

2015 Admissions Guidelines

Purpose

The purpose of these guidelines is to clarify the acceptance process for applicants to ACGC accredited graduate programs in genetic counseling within the AGCPD.

Acceptance Notification Date

For students accepted to begin studies in the summer or fall of 2015, the acceptance notification date is Monday, April 27th, 2015. Programs have agreed to notify candidates who were interviewed of their acceptance status on this date (acceptance, wait-list, and rejection). Programs differ in how this is done but most communicate by e-mail and/or phone.

Time-limited Offers

Offers made on the acceptance notification date are time-limited and expire on Wednesday, April 29th, 2015 at 5pm Eastern Time. After this time, any outstanding offers of acceptance are no longer active. For this reason, candidates must respond to any acceptances received on or before this date/time or risk losing the offer.

Contact Information

All candidates should provide programs with current phone and e-mail information before the acceptance notification date. If a candidate needs to make special arrangements regarding contact information on this date (for instance, if the candidate is traveling and difficult to reach), this should be addressed with the program(s) beforehand.

E-mail/Voicemail Notification

If an acceptance or wait-list status has been relayed by e-mail/voicemail or via an answering machine message to a candidate, the candidate is expected to acknowledge receipt of the information to the program by phone or email by the end of the business day.

Candidate’s Notification to Programs

If an offer of acceptance has been made and a candidate has, in turn, accepted the offer, he/she should make a verbal commitment to the program of choice by phone and follow up with an e-mail or confirmation letter as soon as possible. In addition, the candidate is expected to notify all other programs that have either made an offer of acceptance, or have the candidate on a wait-list, that he/she has accepted elsewhere. This should be done as soon as possible (within the hour) by e-mail or phone. This will allow programs to make an offer to other candidates in a timely manner.

Binding Acceptance

Candidates who have accepted a program’s offer for admission are bound to their choice. It is not appropriate to renege on an acceptance once it is made. For this reason, candidates should only accept a program offer that they will abide by.

Wait-list (alternate list)

If a candidate is wait-listed at a program of choice, it is appropriate for him/her to contact the program periodically regarding his/her status. Typically, the day after the acceptance notification date is a time when programs may have more information for candidates who are on their wait lists. Remember that being on a wait list means that you are considered to be a viable candidate. Programs are typically small and can only make a few offers.

Not Accepted

If an applicant is not accepted into a program, many programs are amenable to talking with the applicant about the process of reapplying.
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Additional Information for Candidates

Genetic Counseling Programs

Genetic counseling programs accredited by the Accreditation Council of Genetic Counseling (ACGC) are similar in all of the important areas. The ACGC ensures through accreditation that all programs teach students the key information and offer students clinical experiences in the practice areas they will need to develop the competencies necessary to work in the profession. One program may appeal to you over others because of location, finances or other factors but all programs produce competent, well-prepared practitioners for the profession. Below are things that you might want to consider prior to the offer day:

- Please take the time to rank the programs where you have interviewed. Consider where you might like to study before you receive your offer(s).
- Given that you might not have complete information on financial aid from every institution, please consider finances prior to the offer date.
- Please consider which programs you will decline should you receive several offers. On offer day, if you do receive several offers, please decline those programs that you know you will not attend so that those programs will be able to make offers to others on their list. This keeps the process moving for everyone.
- Please remember that this is a dynamic process. If you are wait listed, the program directors can help you know more about your status as the process develops.

Ethical Behavior

Genetic counseling programs accredited by the ACGC work together to try to ensure that as many qualified candidates as possible are admitted to programs each year. We all have a vested interest in this profession and are eager to see it grow. As a candidate, your behavior is required to be of the same high standards expected from professionals in the field. Please consider the following:

- Accept only one offer. The programs are small and we want to be fair to everyone.
- Once you have accepted an offer, this is binding so it is expected that you will contact all other programs who have made offers to you and tell them of your decision as soon as possible.
- The AGCPD does post an internal list of applicants who have accepted in each program but as a candidate, you are expected to contact all programs that made you an offer and inform them of your decision.
- The AGCPD discourages the use of social networking websites to monitor the admissions process. Doing so will likely lead to incomplete or inaccurate information because this process is dynamic. It does change as candidates make decisions.
- Please follow up with program directors with any questions you may have.
- Offers may be rescinded if information on an application is falsified or if a candidate engages in unethical behavior.

I have read the AGCPD Admissions Guidelines and agree to abide by the standards for ethical behavior described above.

______________________________  ________________________
Signature                      Date