Harvard Medical School Master's Programs

Step-through of application

Thank you for your interest in Harvard Medical School's Master of Medical Sciences and Master's programs! This document includes a sample application so you can get a sense of the application process.

Harvard Medical School hosts several Master's programs. To see a complete list of programs, visit Harvard Medical School Graduate Education <u>website</u>.

Note that the links for Master's programs are further down that webpage, after the links for the PhD programs.

The HMS Master's programs applications are similar, but each application may have slightly different essay questions and requirements. Applicants must submit a separate application for each Master's program they wish to apply to.

To start an application to a Master's program

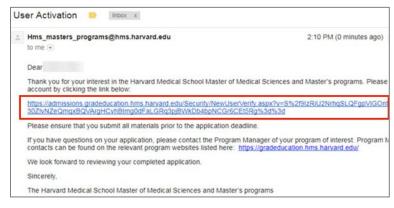
- 1. Go to the website: Harvard Medical School Graduate Admissions
- 2. Create your account: Click the "New applicant" link under the "Password" box

Type in the information requested on the form. Be certain that your password includes at least one upper case letter and one special character

3. User activation email

The system will send an email to your email account, so you will receive an email like the one shown in screenshot step Click on the link shown in the red box in Step 3 screenshot.

Step 3 screenshot: User Activation email



4. Verify your email

A new screen will open with the title "Verify New User." Enter your email into the box on that page and click the blue "Verify User" button as shown in the Step 5 screenshot.

Step 4 screenshot: Verify New User Screen

	Verify New User	
Email Address	1	
	Verify User	

5. Log in using your new log in and password

You will see the screen below in the Step 5 screenshot. Click the blue login link shown in the red box below. You will return to a page with boxes for the username and password. Log in with your email and the password you selected.

	Verify New User
Your account has been verified. Please login to continue.	

If you forget your password, then you can go to Harvard Medical School Graduate Education Admissions and click the "Forgot Password?" link (see red square below in the Forgot password screenshot) under the password box to reset your password.

Forgot password screenshot. Log in screen showing "Forgot password?" link

	Sign In
nd research, and to developing leaders in many based in Cambridge and Boston, Massachusetts, has aduate, graduate, and professional students. Harvard	Username chris.t.lively@gmail.com
ouale, graouale, and professional sudents. Harvard	Password
	Forgot password? New Applicant
	Sign In
	Zap Solutions Inc © 2017 Powered by

6. Select program to apply to.

Next you will see the screen shown in the Step 6 Select program screenshot. Click the blue "Apply" button next to the program you want to apply to. You will see a prompt confirming that you want to start an application for that program. Click "yes" to confirm.

Note that the program date will be the year you are **entering** the program, so if you are applying to enter the program in the summer of 2018, you would select "summer 2018" from the dropdown list.

If you need to read more about the programs, you may click the program links on the menu on the right side of the page.

ome / Home		
A Home		2년 전 24년 전 1
☑ Applications		Info
To apply for a Masters' program, please scroll New Application	down and select the program from the dropdown list.	Thank you for your interest in Harvard Medica School Master's programsI Find information and specific application dates for each of the programs through the links directly below.
Bioethics		Bioethics
Master of Bioethics	Fall 2016 Apply	Biomedical Informatics Clinical Investigation
Biomedical Informatics		Global Health Delivery
Master of Biomedical Informatics	Fall 2016 Apply	Immunology Medical Education
Clinical Investigation		
Master of Medical Sciences In Clinical Investigation	Fall 2016 Apply	
Global Health Delivery		
Master of Medical Sciences in Global Health Delivery	Fall 2016 Apply	
Immunology		
Master of Medical Sciences in Immunology	Fall 2016 Apply	
Medical Education		
Master of Medical Sciences in Medical Education	Fall 2016 Apply	

7. Start application

After you have selected a program to apply to, you will see a link to the application that is over the other programs as shown below in the red circle in the Step 7 screenshot. Click on that link to start your application.

Step 7 Screenshot: Start application

Home		
* Applications		
To apply for a Masters' program, please scroll down and se	lect the program from the dropdown list.	
My Applications		
Master of Medical Sciences in Global Health Delivery	Fall 2017	Application Starte
New Application		
Bioethics		
Master of Bicethics	Fall 2016 •	Apply
Biomedical Informatics		
Diomedical miormatics		
Master of Biomedical Informatics	Fail 2016 *	Apply
	Fall 2016 •	Apply
Master of Biomedical Informatics	Fall 2016 • Fall 2016 •	Apply
Master of Biomedical Informatics Clinical Investigation		
Master of Biomedical Informatics Clinical Investigation Master of Medical Sciences In Clinical Investigation		#107000
Master of Biomedical Informatics Clinical Investigation Master of Medical Sciences In Clinical Investigation Immunology	Fall 2016 •	Apply

8. Materials for application

All the materials needed for the application are listed on the next window, shown below in the Step 8 Screenshot. Click on the blue link for the item and type in or upload the information requested.

Also, note that the deadline for all the materials for this specific program is on the top of the page.

Please note that HMS Master's programs have different deadlines, and be certain to refer to the deadline of the program you are applying to, which should be shown at the top of the application as shown in the red circle in the screenshot below.

Step 8 Screenshot: Materials for application

is Uvely -	Home / Global Health Delivery / Application
Home Global Health Delivery D	
Calobal Health Delivery 0 Application Progress Personal Information Biographical Information Protessional Information Personal Statement Curriculan Vitae Recommendations Language Proteency Envolment Status Character and Fitness Galobal Health Delivery Applicant Photo Status Character and Fitness Galobal Health Delivery Applicant Photo Status Character and Fitness Calobal Health Delivery Applicant Photo Status Cournent Upload Prote	Master of Medical Sciences in Global Health Delivery Application - Application Deadline: November 15, 2017 12:00am CheckIst Refer to the below checklist for an update on your application. All pages must be complete in order to submit your application. A Personal Information A Dersonal Information A Dersonal Statement A Recommendations A Insurge Profesercy A Insurge Profesercy Checkler and Fitness Checkler and Fitness
	Appleant Photo Submission

9. Personal Information

Type in the information requested on this page.

10. Education

On schools attended, type the name of the university/college you attended. The system will try to find your school in their list of colleges/universities. If the system cannot find your school, the first box will display the text "Other" and you will be able to enter your school in the lower text box (see Step 10a screenshot School not on list screenshot).

The Immunology program requires a "Major GPA" and "Overall GPA". Other programs will take this information but do not require it.

Start date is the date you began school, and end date is your graduation date. You can upload an unofficial transcript by clicking "Choose file."

After you have entered information for a school, be certain to click "Add" (see the red circle below) to save that school information. If you do not click "Add" then the school information will not save, and you will need to enter it again.

Step 10 Screenshot: Education

School Name Date Major Degree Overall GPA. Major GPA Add New School School Type the name of the school in the box and select one from the list. If you cannot find your school, select other and enter the name in the box below. CORNELL UNIV If the is any primary undergraduate school. Major Major GPA. If the is any primary undergraduate school. Major GPA. If the Start Date Overall GPA. If the Objoin 120016 Dision 20016 Dispree Status Completed If dispree Status	Please click the Add button aft				·		
School Type the name of the school is the box and select one from the list. If you cannot find your school, select other and enter the name in the box below. CORNELL UNIV Image: Constraint of the school is the box and select one from the list. If you cannot find your school, select other and enter the name in the box below. CORNELL UNIV Image: Constraint on the list. If you cannot find your school, select other and enter the name in the box below. Major GPA. Major GPA. biology Image: Select other and select one form the list. If you cannot find your school, select other and enter the name in the box below. Overall GPA. Image: Select one form the list. If you cannot find your school, select other and enter the name in the box below. Start Date End Date: Expected Date Ostor 2009 1001/2014 Degree Status. Degree Cogetifier Completed Image: Select on the school		Date	Major	Degree	Overall GPA	Major GPA	Transcr
School Tiges the name of the school in the box and select one from the list. If you cannot find your school, select other and enter the name in the box below. CORNELL UNIV Major GPA. Major Major GPA. bology # ## Overall GPA. # ## Start Date End Date-Expected Date 0501/2009 1001/2014 Degree Status Degree Operative Completed •	Add New School						
Type the name of the school is the box and select one from the list. If you cannot find your school, select other and enter the name in the box below. CORNELL UNIV Image: This is my primary undergraduate school. Major GPA. biology Overall GPA. Start Date Obs01/2009 Degree Status. Completed •							
CORNELLUNV This is my primary undergraduate school Major GPA is my primary undergraduate school Major GPA is m Overall GPA is m Start Date End Date=Expected Date Overall GPA is m Degree Status Degree Status Degree Status Completed Degree Status Degree Status Degree Stat							
This is my primary undergraduate school. Major GPA. Major # ## biology # ## Overall GPA. # ## # ## End Date=Expected Date 09/01/2009 10/01/2014 Degree Status Degree Objective Completed • Bachelor of Science		in the box and select	one from the list, if	you cannot find your se	mool, select other and enter the I	rame in the box below.	
Major Major GPA biology # ## Overall GPA # ## ### End Date=Expected Date 09/01/2009 10/01/2014 Degree Status Degree Objective Completed *	CORNELL UNIV						
Major Major GPA biology # ## Overall GPA # ## ### End Date=Expected Date 09/01/2009 10/01/2014 Degree Status Degree Objective Completed *	This is my primary under	inoraduate achool					
Overal GPA ### ### Start Date End Date=Expected Date Os012009 Degree Status Completed		g annar an con-			Major GIPA		
# ## End Date Expected Date Degree Status Completed	biology				8.89		
Sant Date Sant Date Disor Expected Date Disor Expected Date 10/01/2014 Degree Status Completed • Bachelor of Science	Overall GPA						
Sant Date Sant Date Disor Expected Date Disor Expected Date 10/01/2014 Degree Status Completed • Bachelor of Science							
09/01/2019 10/01/2014 Degree Status Degree Objective Completed • Bachelor of Science					100000000000000000000000000000000000000		
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Completed • Bachelor of Science	09/01/2009				10/01/2014		
	Degree Status				Degree Objective		
	Completed				Bachelor of Science	nce	
	Transcript						
Choose File No file chosen							
CROBE THE HO HE CROBE	COOLE LIE NO HE CLOSE	5) (L)					
± ANS @ Cancel							

Step 10a Screenshot: School not on list

School Name	Date	Major	Degree	Overall GPA	Major GPA	Transcript
Add New Sch	loo					
School						
Type the name of th box below	e school in the	box and sele	ct one from the lis	t. If you cannot find y	our school, select othe	r and enter the name in the
Other						
Please select a scho X School Name:	ool from the list	E.				
Other						
This is my prima Major	ary undergradu	ate school.		Major GPA		
biology				4.0		
Overall GPA						
4.0						
Start Date				End Date/Expe	cted Date	
09/15/2010				09/15/2014		
Degree Status				Degree Object	ive	
Completed			8	Master of Si	cience.	
Transcript						

11a. Recommendations

Type the contact information for your Recommenders and select whether you waive your right to see the evaluation or whether you would like to retain your right of access. Click "Update" at the bottom of the page.

Step 11a Screenshot: Recommendation

u- amp	APPLICATION YEAR: 2017				
hris Lively ~	Home / Global Health Delivery / Ap	plication / Recommendations			
🕈 Home					
Global Health Delivery					
	Recommendations				
Application Progress Personal Information	Enter your recommender information recommender an email. This will pro				
Biographical Information	▲ This page is incomplete.				
Professional Information					
Education	Edit Recommendation F	Provider			
Personal Statement	First Name:	Last Name:		Middle Nar	ne.
Curriculum Vitae	Sara	Jones		E	
Recommendations					
Language Proficiency	and the second se		Phone:		
Enrollment Status	WHO		888-1	11-1111	
Character and Fitness	Email:		Confi	irm Email:	
Global Health Delivery	mmscghd@hms.harvard.edu		mmsc	cghd@hms.harvard.edu	
Applicant Photo	Relationship to Applicant:				
Submission	Faculty Member	•			
– Status	· · · · · · · · · · · · · · · · · · ·				
 Document Upload 	I voluntarily waive and relinqui	ish my right of access to this eval	uation		
🔒 Profile	 I retain my right of access to the 	nis evaluation			
	Update Cancel				

11b. Recommendation request

Click the "send request" button on the right, and you will be able to send a message to the recommender.

Be certain to send them and email with your resume/CV so they can review it as they write their recommendation for you. The recommender will receive an email that includes the message you write in the box as well as instructions on how to log into the system and upload their recommendation letter.

You will see a note on the online application that indicates when the recommender sends their letter.

Step 11b Screenshot: Recommendation request

ime / Global Health Delive	Email Re	quest				×
9	Recomment	dation to SaraJo	nes			
Recommendation		k, ying for this mast	ter's program. I will ite this letter of rec			on our
Enter your recommender in recommender an email. The A This page is incomplete				Close	e Send En	nail Request
Name Institution	Affiliation	Phone	Email		Request Sent	
Sara Jones WHO		888-111-1111	mmscghd@hms	harvard.edu		🖾 Edit 🖉 Send Reg
Add Recommendation P	EDVIDER .					

12. Language Proficiency

All applicants to HMS Master's programs must demonstrate proficiency in English. Proficiency is demonstrated by one of the following:

- If English is your native language
- If you have completed 4 years of an undergraduate degree or 2 years of a graduate degree in English

If none of the above apply, then you need to submit TOEFL or IELTS scores. Upload the score report on this tab.

13. Enrollment status

Some programs offer a part-time status.

For more information on whether the program you are applying to has a part-time status, contact the program manager.

14. Standardized tests

Some HMS Master's programs require standardized tests and some do not. Submit the information requested by the program you are applying for on this page.

15. Application Status

A green checkmark indicates that you have completed that section. A yellow triangle means you need to complete more in that section. In the Step 16 screenshot, the applicant needs to complete the Education, Recommendations and Language Proficiency sections.

Step 15 Screenshot: Application status

Application 0	Application Status
Application Progress	Application Status
Personal Information	Personal Information
Biographical Information	 Biographical Information
Professional Information	✓ Professional Information
Education	A Education
Personal Statement	✓ Personal Statement
Curriculum Vitae	 Curriculum Vitae
Recommendations	
Language Proficiency	A Recommendations
Enrollment Status	Language Proficiency
Character and Fitness	✓ Enrolment Status
Global Health Delivery	
Applicant Photo	 Character and Fitness
Submission	 Global Health Delivery
Status 0	✓ Applicant Photo
Document Upload	
Profile	A You cannot submit until all sections are complete.

16a. Application Fee

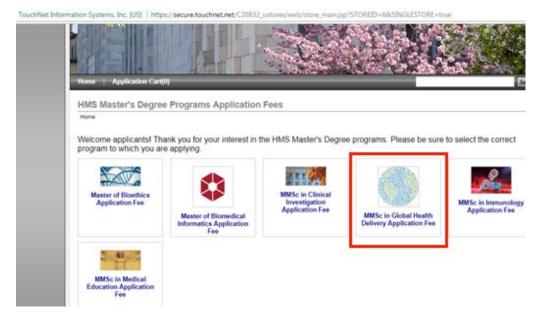
There is an application fee of \$100 for all HMS Master's programs.

To pay that fee, select the Application fee tab and click the "here" on the statement below "Click here to submit your application fee."

You will be taken to another website called "Touchnet" shown in Screenshot 16a: Application fee

Click the icon of the program you are applying to. In this case, we are applying to the Master of Medical Sciences in Global Health Delivery, shown in the red box below.

Screenshot 16a: Application fee



Indicate how many applications you are paying for (most likely just one) and click the "Add Application Fee" button shown in Screenshot 16b.

Screenshot 16b: Application fee count

Home Application Cart(0)	
MMSc in Global Health Delivery Application	Fee
Master of Medical Sciences in Global Health Deliver	ry Application Fee
Price:	\$100.00
Quantity: Add Application Fee	1

Complete the information in the fields shown in Screenshot 16c. Note that "HUID" (which stands for Harvard University Identification number) is not required.

Screenshot 16c: Applicant information

	Delivery Application Fee		
			*Indicates required informa
Stock number:		0460044	
Price:		\$100.00	
Juantity:		1	
Applicant Information	* Last Name	* Email Address	HUID (if applicable)
1–100 character[s])	(1–100 character[s])	(1-100 character[s])	(8 characters exactly)

You will then enter your email as shown in Screenshot 16d.

Screenshot 16d: Applicant email

			Searc
Delivery Address			
Home Application Carl Address Payment Methods Review Receipt			
Contact Information		Application Summary	
Please enter the email address for this Application.		Item Total:	\$100.0
Email Address.*	"Indicates required information	Total:	\$100.0
Continue			
terns in your Application cart		Quantity	Amou
Item Name			
Item Name MMSc in Global Health Delivery Application Fee Stock number: 0460044		1	\$100.0
MMSc in Global Health Delivery Application Fee Stock number: 0460044	i	1	\$100.0
MMSc in Global Health Delivery Application Fee Stock number: 0460044 First Name: Last Name:	1	1	\$100.0
MMSc in Global Health Delivery Application Fee Stock number: 0460044 First Name:	i i i@i.com	1	\$100.0

You will then enter your payment information as shown in screenshot 16e.

Screenshot 16e: Payment method

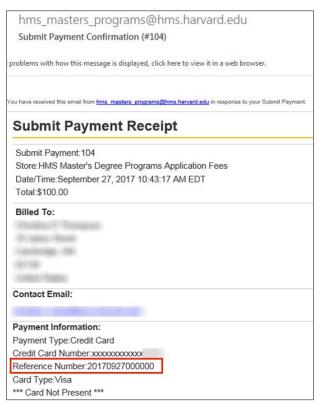
me Application Cart(1)			Searc
ome Application Cart Address Pay	ment Methods Review Receipt		
Payment Method		Application Summary	
Please select your payment method	od.	Item Total: Tax:	\$100.00 \$0.00
Payment Method:*	*Indicates required information Credit Card	Total:	\$100.00
Card Type.* Credit Card Number.* Expiration Date.* Security Code.* Credit Card - Available credit can Credit Card - Available credit can Discover Construction			
Name:*			
Address Line 1:* Address Line 2:			
City:*			
State:*	Select a State		
ZIP Code:*			
Country:*	United States		

Click through the remaining screens. Once you have submitted payment information, you will receive an email receipt.

17. Check email to get reference number

Check your email for an email from "hms_Master's_programs@hms.harvard.edu." Find the Reference Number as shown in the red square in Screenshot 18.

Screenshot 17: Payment receipt



18. Enter Payment reference number into application

Log back into your application at admissions.gradeducation.hms.harvard.edu, click on "Admission fee" and copy and paste the Reference Number into the field marked "Reference Number".

19. Certify application to be true and submit

You cannot edit your application after you submit it, so please be certain to review your application thoroughly. Once you have completed all the fields on the application, you will see a statement certifying that the information you provided is true. Click the checkbox and type your name, and your application will be submitted. You will receive an email confirming that your application has been received.

Program managers will follow up with applicants directly regarding next steps for the application. Thank you again for your interest in the Harvard Medical School Master's programs!

Document reviewed 10/3/18.