

Creating your Rutgers University-Newark Pre-Health File

The Office of Pre-Professional Services (within the Office of Academic Services) welcomes currently enrolled undergraduates and Post-Bacs preparing for admission to the health professions. The office is located in Hill 312 and is available to assist you in obtaining your career goals.

We extend our best wishes to you for success in preparing to become a healthcare professional. To offer you the best possible services, please be aware that:

1. The office provides general advisement for all pre-health students.
2. You also have the option of officially declaring your intentions by opening a **“Health Professions File”** with the office. A Health Professions File declares your intention to pursue a health career. Additionally, the file serves to hold relevant documents including transcripts, reference letters, and other pertinent documents for in-depth advisement purposes.

Why do I need a Pre-Health file?

A Pre-Health file allows students to gather all the necessary documents needed as part of the medical school or other health professions application process. Included in your Pre-Health file are transcripts, letters of recommendation, and other pertinent documents. These documents also help the Pre-Professional staff to provide qualified students with a Committee Sponsorship Letter, which is a comprehensive letter of evaluation, endorsing your candidacy for admission to your selected health profession graduate school.

Opening a Health Professions File

Guidelines for Undergraduate Students

- Must be in good standing with Rutgers University
- Submit official transcripts from any previous undergraduate institutions if applicable (*see Mrs. Swepson in OAS for more information*)
- Complete the online health file application by: [Clicking Here](#)

Or by going to the following link:

https://rutgers.ca1.qualtrics.com/jfe/form/SV_0urdMFIYvORQmTr

Or by scanning the QR code below:



Pre-Health File Consultation

All students are recommended to schedule an appointment with an advisor on the Pre-Professional Services team via run4success. The advisors names and emails are listed above.

Office Information

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