

College of Medicine and Science

## Student Selection Committee Policy

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### Scope

Applies to Mayo Clinic School of Health Sciences (MCSHS) faculty and employees when staffing and administering the student selection committee for primary professional programs and residencies or fellowships.

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### Purpose

To establish standards for the MCSHS Selection Committee.

To establish the standards used in the selection of MCSHS students.

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### Policy

1. MCSHS Selection Committees must include one member with an interest in diversity.
  2. MCSHS Selection Committees may include individuals who are not employees of Mayo Clinic (Public members).
    - a. Public members must sign a Confidentiality Agreement before serving on an MCSHS Selection Committee.
  3. MCSHS Selection Committee members must view/complete the course Understanding Unconscious Bias in Admissions and Selection, Course ID 255502EMPL000119 in My Learning.
  4. MCSHS Selection Committee members must review the weighting of the following student selection factors:
    - a. Academics (GPA, Test Scores)
    - b. Life/Work/Career Experience
    - c. Personal Statement/Letter of Interest/Letters of Reference
    - d. Experiential/Behavioral Interviews
  5. Admissions offers must be made by consensus.
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### Policy Notes

N/A

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### Related Procedures

[Student Selection Procedure \(MCSHS\)](#)

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### Related Documents

N/A

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### Definitions

N/A

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### References

N/A

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### Owner

Kathy Cieslak on behalf of MCSHS Academic Affairs Committee

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### Contact

Kathy Cieslak

## Revision History

Date	Synopsis of Change
8/26/2019	Revised to add My Learning course information.
6/24/2019	New policy.
	Approval for need to establish document: Mayo Clinic School of Health Sciences Academic Affairs Committee

### Content Information

Notification Recipient: Cieslak, Kathryn R. (Kathy), M.S.

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Workflow Reviewer Name(s): Flom Murphy, Melissa A., J.D.

Workflow Approver Name(s): Cieslak, Kathryn R. (Kathy), M.S.

Scheduled Review Due Date: 06/22/2021

Comments: Per Accreditation guidance provided in March 2020, Decorah IA does not need to be listed as a Site location in the Policy Library, as it is covered under the Rochester Healthcare Organization (HCO) designation and is no longer a MCHS site. Mayo Clinic closed its hospital and Emergency Department in Springfield, as well as its clinics in Springfield and Lamberton, effective March 1, 2020.

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