

Post-submission Changes

After an applicant submits their application, they may make changes only to the following sections:

- ID numbers
- Name, including Legal Name, Preferred Name, and Alternate Names
- Contact Information, including Permanent and Preferred Mailing Addresses
- Alternate Contact
- Birth and Sex
- Letters of Evaluation (addition of no more than 10 letter entries and notification to AMCAS of a letter no longer to be sent)
- Next MCAT test date
- Addition of medical schools and change(s) to existing program type (deadlines, fees, and restrictions apply)
- Release of application information to their prehealth advisor

Academic Change Requests

AMCAS requires applicants to review verified coursework and GPA information. If an applicant finds discrepancies or they disagree with changes made during the verification process, they may submit an Academic Change Request for review by AMCAS. After the review, the request is either granted or denied. The Academic Change Request option is available in the “Quick Links” tile of the Main Menu. When submitting an Academic Change Request, applicants must select one of the following reasons:

- Recompute the following GPA/hours
- Reverify the following courses
- Add the following courses
- Delete the following courses (only if the course has been placed in your application by AMCAS staff)
- Update the following school information

In the AMCAS application, applicants will need to enter details about their request into a text box and explain why they are requesting this change to their application. Applicants may enter more than one request into the text box.

AMCAS will evaluate ONLY the following items in an Academic Change Request:

- Academic status
- Academic term
- Academic year
- AMCAS grade

Course Classification

If an applicant would like AMCAS to reevaluate a change made to a course classification during the verification process, they must submit an Academic Change Request. Applicants are advised to copy and paste into the text box either the course description directly from their school's website or a link where it can be found so that AMCAS staff can verify the primary content of the course.

- Course type
- Credit hours attempted
- Degree date and/or degree type
- Grade update if the school made an error when reporting a grade: Applicants must have the school submit an updated transcript reflecting the changed grade and a letter from the registrar's office explaining the reason for the change. **If the letter is not included with the updated transcript, the Academic Change Request will be denied.**
- Incorrect school name
- Lab or lecture course
- **Degrees, majors, and minors:** If applicants request a change to their major or minor course of study and it is approved, AMCAS changes the name to the most appropriate core subject name. AMCAS cannot change the subject name to the specific title of their degree, major, or minor. For example, a request to add "marine biology" as a minor will be input as "biology."
- Official transcript grade
- Omitted coursework (**does not include current or future coursework**)
- Semester or supplemental hours
- School: Add a school and the associated coursework if an applicant failed to report the school on the AMCAS application at the time of submission. AMCAS must receive the official transcript before an applicant submits the Academic Change Request. **If AMCAS does not receive the transcript before the applicant submits the Academic Change Request, the request will be denied.**

AMCAS will not change or correct:

- Course names, titles, or numbers
- Grades and hours for certain types of courses that were left off the application and did not appear on any official transcript at the time of processing, including:
 - Current/future coursework (CC).
 - Deferred grades (DG).
 - Honors (H) designation (AMCAS does not add the Honors type if omitted by the applicant).
 - Incomplete (I).
 - Any other sections or items in your application (e.g., essays, biographical and employment information, activities, school designations, test scores/dates).

Legal Residence

After submitting an AMCAS application, applicants may request a change to their legal residence information. This may be necessary if the applicant moved or if the applicant mistakenly left this section blank.

To update their state and/or county of legal residence, applicants are instructed to send an email to AMCASExceptions@aamc.org from an email address listed in their application and include the following information:

- Applicant name
- AAMC ID number
- The state and county of legal residence that the applicant listed in their application (may be empty if previously not selected).
- The state and county of legal residence that the applicant would like it changed to

Updating an application does not affect its processing and will not result in delays.