

Student Selection Plan
CAVITE STATE UNIVERSITY
College of Medicine

I. Introduction

The specialized training for doctors is highly saturated in scientific and technical concepts thus making it very demanding cognitively and the process thrives on several personal attributes. Students are expected to commit themselves to a long period of professional and vocational training which is an intellectually rigorous process.

Since medical training is human and financial resource intensive and the Government puts their investment in every student that will be accepted in the program, it is crucially important to ensure minimum wastage of endeavor and resources and minimize student attrition to achieve the most efficient and effective training of competent medical practitioners. This selection plan should be able to weed out those who would be unsuitable to undergo an intellectually rigorous, human and financial resource intensive training program.

II. Desired Selection Characteristics

The following characteristics are deemed desirable for an entrant into the Medical Education Program of Cavite State University:

A. Demographics

Filipino Citizen

B. Content Knowledge

Basic Numeracy

Basic knowledge of Sciences, Mathematics, Language and Communication (English), Social Sciences and Humanities

C. Cognitive Skills

Ability to read critically and evaluate that which is written

Ability to solve problems

Ability to integrate and synthesize huge amount of information

Ability to undertake realistic self-appraisal (self reflection and analysis)

D. Psychomotor and Communication Skills

Good Mental and physical health

Good communication skills

Good oral and written English Language skills

E. Personal Attributes and Attitudes

Self-motivation and discipline (hard work, self-help and preservation, willingness to learn how to learn)

Caring ethos (compassion, tolerance, patience, empathy, sense of common good)

Sense of social responsibility (patriotism, national pride, commitment to public interest, moral responsibility)

Good interpersonal skills

Ability to work systematically

Ability to work in a team (teamwork, adaptability, communication, decision making)

Intellectual Honesty and Integrity

In addition, preference is given to the less privileged students of Cavite. However, it is also important that the applicants be able to support and sustain other related expenses in order for the student to finish the course.

III. Criteria

- a. Must be a Filipino Citizen residing in the Philippines;
- b. Holder of at least a baccalaureate degree;
- c. General Weighted Average of at least 2.5 (80) or better;
- d. Has a National Medical Admission Test (NMAT) of 60 and above taken not more than two (2) years prior to the application;
- e. Must have passed the entrance examination (MCAT) and other requirements of the university for admission (psychological exam, interview);
- f. Must have no record of conviction or a crime involving moral turpitude;
- g. Must be willing to serve in the Community through the Doktor para sa Bayan program

In order to be accepted, the applicant must be included the top ranked students according to the composite grades of the GWA equivalent, MCAT Score, Psychological exam and interview rating. The number of 1st year students to be accepted will be based on the approved quota by CHED for the College of Medicine.

IV. Assessment Tools

A. Document Review Checklists

A document checklist will be utilized and accomplished by the person receiving the application to ensure that the documents submitted are complete. Upon initial screening, another form will be utilized and will be signed by the member of the admissions committee who screened the documents.

B. National Medical Admission Test (NMAT)

The NMAT is being given by the Center for Educational Measurement (CEM) and all applicants to Medical Schools are required by Commission on Higher Education to take the said examination. It is meant to measure verbal and inductive reasoning, quantitative analysis, perceptual acuity and general knowledge of biology, physics, social science and chemistry. The acceptable cut off score for NMAT is determined by the institution, however, the applicants may take the exam several times within the year in

order to improve their scores. With this we still have to assess the reliability of the said examination. In CVSU, we only consider NMAT taken within the last 2 years prior to admission and look into the scores that the applicant got in the previous examinations based on the NMAT results report submitted by the CEM to the College.

C. Medical College Admission Test (MCAT)

A medical college admission test (MCAT) will be developed for the exclusive use of CVSU College of Medicine taking into consideration the College’s mission and vision. The examination will assess verbal and numerical reasoning, life, physical and behavioral sciences.

D. Psychological Tests

The Psychological Exam being administered to the applicants will administer will include the following:

1. **Value Assessment Scale (VAS)** which measures patriotism and national pride, sense of common good, integrity and accountability, discipline and hard work, self reflection and analysis, commitment to public interest, moral responsibility, self-help and self-preservation.
2. **Emotional Quotient Scale for Adults (EQS-A)** which defines emotional intelligence as the ability to handle emotions and feelings and how to properly express them to achieve efficiency, organizational effectiveness, productivity, and harmonious working relationships. It consist of 140 items distributed into 10 dimensions such as empathy, teamwork, interpersonal skills, adaptability, communication, decision making, innovation, trustworthiness, confidence and motivation.

E. Written Essay

The applicants will be required to write an essay on a topic relevant to the medical profession after the psychological exam. They will only be given 30 minutes to complete the essay. The pool of faculty members who will be assigned to interview the applicants will be the ones who will rate the written essays according to grammar, content and organization of ideas.

F. Interview schedule and Rating Sheets

The members of the admissions committee will be trained to conduct the interview and rate the applicants so that we can minimize inter-rater bias.

In order to ensure that each of the desired characteristics of an entrant to medical training will be assessed and the criteria to be taken into consideration accordingly the following table has been prepared.

Desired Characteristics	Assessment Tool	Documents
Demographics		
A Natural Filipino Citizen	Document Checklist	Birth certificate
Content Knowledge		
Basic Numeracy	NMAT, MCAT	Official test results
Cognitive Skills		

Ability to read critically and evaluate that which is written	NMAT, MCAT	Official test results
Ability to solve problems	NMAT, MCAT	Official test results
Ability to integrate	NMAT, MCAT	Official test results
Willingness to learn how to learn	Interview, psychological exam	
Ability to undertake realistic self-appraisal (self reflection and analysis)	Interview	
Psychomotor and Communication Skills		
Good Mental and physical health	Physical / Medical examination with Mental Status Exam/ Interview	Certificate from the University Health Services
Verbal communication skills	Interview	Rating sheets
Good oral and written English Language skills	Interview / written essay	Rating sheets
Personal Attributes and Attitudes		
Self-motivation and discipline (hard work, self-help and preservation)	Psychological exam, Interview	Test results and interpretation / Rating sheets
Caring ethos (compassion, tolerance, patience, empathy, sense of common good)	Psychological exam, Interview	Test results and interpretation / Rating sheets
Sense of social responsibility (patriotism, national pride, commitment to public interest, moral responsibility)	Psychological exam	Test results and interpretation
Good interpersonal skills	Psychological exam, Interview	Test results and interpretation / Rating sheets
Ability to work systematically	Psychological exam	Test results and interpretation
Ability to work in a team (teamwork, adaptability, communication, decision making)	Psychological exam	Test results and interpretation
Intellectual Honesty and Integrity	Psychological exam	Test results and interpretation
Other Requirements		
Not convicted of a crime involving moral turpitude	Document Checklist	Two Certificates of good moral character from the Dean and professor from the college or university where he graduated

V. Selection Procedure

All applicants will be required to submit the following inside a long brown envelop with their names on or before the deadline to be set by the admission committee.

1. Birth certificate
2. Official Transcript of Record (TOR) showing completion of a degree course with Special Order from CHED
3. Certificate of General Weighted Average from the Registrar / College
4. Two (2) Certificate of Good moral Character from the Dean and one professor in College
5. Diploma or certificate of graduation.
6. Certified true copy of the NMAT score.
7. Voters' ID and / or Parents' voters' ID
8. Applicant's residence certificate
9. Barangay Clearance

10. Parents' latest Income Tax Return (ITR)
11. Long folder

There will be an initial screening of the applicants to determine if they will qualify to take the MCAT Examination. The first part of the initial screening will be done by the administrative support staff while the second part and the final review will be done by the members of the admission committee.

Qualified applicants will be personally notified (through phone call and text messages) as soon as the initial screening is done and they will be required to pay the MCAT fee of PhP _____ to and PhP _____ communication fee. The applicant will then be issued the MCAT application forms which should be submitted to the College not later than 1 week before the scheduled date of examination. The applicant will then be issued a permit to take MCAT indicating the date and room of examination. The applicant should bring the permit on the date of examination in order to be allowed to take the tests. The set of examinations to be given will include MCAT, psychological exams and written essay.

Those who took the MCAT will then be scheduled for an interview. Each applicant will undergo a structured interview to be conducted by two (2) of the Faculty Members who will be assigned at random by the Chairman of the Admission Committee.

The applicants will be ranked according to their grades based on the following components:

1. **General Weighted Average (GWA) – 40%**
 - If the applicant is already a graduate, computation of GWA will be based on the grades of all subjects that he/she took.
 - If the applicants is still finishing his last semester in college, grades for all completed semesters will be considered in the computation of GWA. If they will qualify to take the MCAT, they will be required to submit a waiver that in case they fail to comply with all the requirements for admission on time, their examinations as well as the interview will be nullified. However, they may still be given the chance to apply for the following year provided that they undergo the selection procedure from the start.
 - To factor in the priority given to the Graduates of CVSU the college of medicine will adopt a GWA Equivalence table in converting their GWA into a percentage grade.

2. **NMAT – 15%**

Fifteen percent of the percentile score of the submitted NMAT result is computed to form part of the over-all grade. However, the minimum requirement for an NMAT score is 60.

3. **MCAT – 20%**

The MCAT scores are given equivalent grades based on the examinees' performance in the examination (norm referencing). Twenty percent of the grade equivalent is also taken as part of the over-all grade.

4. Interview and written essay – **10%**

Two percent (2%) of the written essay grade and eight percent (8%) of the interview grade will comprise the 10%.

5. Psychological Exam – **15%**

Psychological exam will be given equivalent grade based on the acceptable norm for the Filipino culture and 15 % of that grade will form part of the over-all grade.

After computing for the over-all grade, all applicants will be ranked from highest to lowest and a cut-off (based on the number of slots to be filled and the over-all grade of the applicants) will be determined by the Admission Committee and recommend list of students to be accepted to the Dean. Likewise, a waiting list of students will be prepared if ever some of the qualified students will waive their slots. The Dean then will submit the lists to the President for final approval.

Those who will qualify for admission will be notified by mail, text messages and phone calls and will be required to submit themselves for medical /physical examination to be conducted by the University Health Services Center and they will be required to submit their original NMAT results, Transcript of records, Certificate of Good Moral Character, Residence Certificate, Certificate of GWA and Barangay Clearance, notarized oath of undertaking for community service, and other documents required by the university.

The committee will also set a deadline for those who qualified to signify their interest in enrolling after which they will decide, upon consultation with the dean, to fill in the available slots with those students in the waiting list. Qualified applicant will only be given 1 year to defer his enrollment provided that he will submit his request letter not later than the deadline set by the committee subject to the approval of the Dean.