

Master of Genetic Counseling Vanderbilt Application Instructions/Tips

Go to <https://apply.vanderbilt.edu/apply> and create an account. If you have applied to Vanderbilt previously you may use your previous log in.

Program Tab

To access the MGC application on the first page called “Program” select the following:

Area of Study: Medicine-Non MD
Program: Master of Genetic Counseling
Degree: MGC
Term: 2022 Fall

The screenshot shows the 'Program' tab of the application. On the left is a dark navigation menu with the following items: Home, Program (highlighted), Personal, Genetic Counseling, Academics, Experiences, Recommendations, Test Scores, Statement of Purpose, Video Essays, Signature, Review, and Need Help? (with a sub-item Email Contact List). The main content area is titled 'Program' and contains a form titled 'Program to which you are applying'. The form has four dropdown menus: 'Area of Study' (Medicine-Non MD), 'Program' (Master of Genetic Counseling), 'Degree' (MGC), and 'Term' (empty). Below the form is a 'Continue' button. A note below the form reads: '*If the term you want to apply to is not available, then that term is not an option or the application deadline for the program has passed. Please contact the program/department for questions.'

There is no fee to apply for the MGC at Vanderbilt. However, you must apply to the Genetic Counseling (GC) Admissions Match through National Matching Services (NMS) at <https://natmatch.com/gcadmissions/index.html> as part of your application to any Genetic Counseling training program.

After registering for the GC Admission Match, please provide your GC Admissions Match Number on the “Genetic Counseling” tab of our application.

Personal Tab

Please ignore the “Financial Awards Section”.

Scholarship funds are not available to MGC students at this time.

Genetic Counseling Tab

When entering the prerequisite courses, please enter the most relevant course for each prerequisite. If you are currently enrolled in the course, please enter your most recent grade. If you have questions regarding a course you have/are taking counting as a prerequisite, please contact mgc@vanderbilt.edu.

Applicants must upload a copy of your Resume/CV. Please include your prerequisite courses on this document. If you have taken additional courses that fill the prerequisites, you may include them here as well.

Academics Tab

When entering the institution(s) you have attended please designate the state your institution is located which will prompt further specifics (ex. "United States- Tennessee" will then allow you to select a Tennessee city in the City section).

If you are currently enrolled in an undergraduate or graduate program, please enter your expected degree and most recent GPA.

Applicants must upload an unofficial copy of transcripts from current or prior undergraduate and graduate work as part of their online application for admission. This will be used to pre-screen for completion of prerequisites.

Students in the MCG program are required to submit an official transcript before February 15th, documenting completion of their prerequisites and degrees.

To be considered official, a transcript must be sent directly from the institution to Vanderbilt University. Official transcripts can be emailed through the school's secure electronic service to the email: CDM@vanderbilt.edu or mailed to Vanderbilt Center for Data Management. All other transcripts are considered unofficial.

Email:
CDM@vanderbilt.edu

Mail:
Center for Data Management
Vanderbilt University
PMB 407833
2301 Vanderbilt Place
Nashville, TN 37240-7833

Please be sure that any document you upload contains your full name and, in the case of transcripts, the name of the institution.

Experiences Tab:

When listing your experience related to genetic counseling, choose the category (Employment, Internship, Research or Other) which you think is the closest fit. Add shadowing experiences to the internship category. Use the “other” category if you are uncertain.

The screenshot shows the 'Add Entry' form in the Everham system. The form is titled 'Add Entry' and has a blue header. The form fields are as follows:

- Organization Name:
- Country:
- City:
- State:
- Dates: to
- Position/Title:
- Supervisor/Advisor:
- Description:
- Type: (dropdown menu is open, showing options: Employment, Internship, Research, Other)
- How many hours per week did you work on average?:

The form also includes 'Save' and 'Cancel' buttons at the bottom. The background shows a navigation menu with 'Experiences' selected and a sidebar with 'Need Help?' and 'Email Contact List'.

Recommendations Tab

The required minimum number of recommendation letters is three, and maximum is five. Make sure that your recommenders know you well enough to sell the "you" that exists beyond what your scores and grades might tell us. These letters should tell us information that cannot be gleaned by looking at other pieces of your application.

The preferred method for receiving recommendations is through the online process. The recommender's URL contains a short recommendation form that is only available online. After filling out this short form, the recommender can upload a recommendation letter. You can submit your application before we receive your recommendation letters.

If your recommender has some impediment to using the online process, and you feel strongly about using this recommender, a recommendation letter may be mailed or emailed. Please contact the program for instructions at mgc@vanderbilt.edu.

Status page

Once you have submitted your application, you will be able to view a status page to check if the transcripts and letter of recommendation have been received. Here is an example of a pretend student:

Ruby Cardona Master of Genetic Counseling - MGC, 590926000 X

You are administratively impersonating this applicant and will be able to make changes and see data, such as unreleased decisions, that the applicant would not be able to do or see directly. You should only impersonate a single user and application at a time, so do not open multiple tabs or windows within the same browser when impersonating.

Application Status for Ruby Cardona Master of Genetic Counseling - MGC

Master of Genetic Counseling - MGC

If you need to contact us regarding your application, provide your name and this reference number: 590926000.

[Return to Manage Application Page](#)

We are very pleased you have applied to Vanderbilt University. The status of your application appears below. We encourage you to come back to this page frequently to check on the status of your application.

Application Checklist

Status	Details	Date
✓ Received	Official GRE	07/20/2018
✗ Awaiting	Transcript for California Lutheran University Dates Attended: 8/2006 to 5/2010, Degree: Bachelor of Arts, Conferred: 5/2010	

Upload Materials

Please Note:

- It can take time to process materials you have submitted, particularly during peak times. Please do not be concerned if the materials you uploaded are not immediately marked as "Received".
- A status of "Awaiting" does not necessarily mean that we have not received your materials; we may have received them but may not yet have updated your application status.

Prior to Enrollment:

- Prior to enrollment, official copies of all transcripts must be sent directly to Vanderbilt from each of your colleges and universities. If you are currently enrolled, please wait to submit your official transcript until all grades and degrees are posted.
- Nursing applicants are required to submit official transcripts to complete their application requirements. New copies are required at the time of enrollment only if the first submission did not include all grades and degrees.
- Address to which official transcripts should be mailed:

Center for Data Management
Vanderbilt University
PMB 407833, 2301 Vanderbilt Place
Nashville, TN 37240-7833

- Send official test scores to Vanderbilt University (1671) if you have not already done so.

No file chosen

Verify Address

We have your addresses listed as follows:

<i>Mailing Address</i>	<i>Permanent Address</i>
110 21st Ave S	110 21st Ave S
Nashville, TN 37203-2416	Nashville, TN 37203-2416
United States	United States

[Edit Addresses](#)

Account Tools: [Change Email Address](#) [Change Password](#) [Logout](#)

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Technical Support

For questions about the graduate admissions web-based system, please contact apply@vanderbilt.edu

For questions about the program, please email mgc@vanderbilt.edu