



Xavier University of Louisiana Genetic Counseling Program

Application Checklist

The Xavier University of Louisiana (XULA) Genetic Counseling Program (GCP) application opens each year the day after Labor Day, and the deadline for submission is January 16.

All application components are evaluated holistically and anonymously, with all identifying characteristics of the applicant removed. Each part of the application is scored using a competency-based rubric to determine interview invitations. The items below outline the application components to help individuals submit materials that effectively represent their qualifications and experiences. The application process has many parts, so we recommend that applicants start early. Progress will be automatically saved, allowing applicants to complete it in stages.

To learn more about applying to a genetic counseling program, [click here](#).

☐ National Matching Services (NMS) Registration Number

Only applicants who have registered with the Match will be considered. Visit the [NMS website](#) to register for the match, review detailed information about the matching process, and view a demonstration of the matching algorithm.

Registering for the Match costs \$100 USD and is nonrefundable, nontransferable, and irrevocable. Match fee waivers are available. Those applying for a fee waiver must complete the steps [outlined on the NMS website](#) **before registering** for the match.

All hardcopy documents submitted, including recommendation letters submitted by others, must include your **NMS number in place of your name**. This is part of the process of reviewing an application holistically. The only exception is your official transcript, which is submitted directly from a degree-granting university.

☐ Application Fee

- No application fee

☐ Program Academic Prerequisite Requirements

- Overall grade point average (GPA) of **at least** 3.0 (on a 4.0-point scale)
- Minimum of a BA or BS degree at the time of matriculation

Required Coursework - must be completed with a "C" (≥ 2.0 on a 4.0 GPA scale) or better

- Genetics (Human or Molecular)
- Biochemistry
- Statistics or Calculus

Strongly Recommended Coursework - must be completed with a "C" (≥ 2.0 on a 4.0 GPA scale) or better

- Psychology
- Cell Biology
- Microbiology
- Anatomy and Physiology



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Applicants do not need to complete coursework before submitting their application; however, they must fulfill **all required prerequisites** before enrolling in the program for the fall semester.

☐ Transcripts

Unofficial transcripts will be accepted for application review and can be uploaded to the application portal. Applicants in an undergraduate program should submit transcripts, including their **most recent fall grades**.

Applicants are required to provide **official transcripts** before matriculation.

Official transcripts of all undergraduate and graduate credits from college or university awarding degree(s), can be sent by mail directly to:

Genetic Counseling Program
Xavier University of Louisiana
1 Drexel Drive, Box 175
New Orleans, LA 70125

Or they can be sent electronically through
<https://tsorder.studentclearinghouse.org/school/select>

Please specify **Admissions** and enter geneticcounseling@xula.com as the email recipient.

☐ GPA Statement

If an applicant's GPA is **below 3.0**, they must submit a short statement (maximum 500 words) explaining **why their GPA is below 3.0** and **what steps they have taken to improve their academic performance** in graduate school to be considered for the program.

An applicant's **NMS number must be used in place of their name**.

☐ Personal Essay

All applicants must upload a personal essay about why they are interested in genetic counseling or what inspired them to become a genetic counselor, how their relevant prior experiences have contributed to their interest in genetic counseling, and their desire to obtain their graduate degree specifically at Xavier University of Louisiana (a maximum of 600 words, 12 pt. serif font). Essays over 600 words will not be reviewed.

An applicant's **NMS number must be used in place of their name**.

☐ Experiences

Applicants will be asked on the application to provide information about their experiences shadowing and conducting informational interviews with genetic counseling professionals, engaging in advocacy work, and other relevant activities. This section of the application **does not** replace the student's CV, **nor does** the CV replace this information. This section must be fully completed, as it contributes to the rubric that will determine whether the program invites an applicant to interview.

☐ Curriculum Vitae

All applicants must upload an up-to-date resume or curriculum vitae (CV).

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☐ 3-Recommendations

Each applicant must ensure the submission of three (3) recommendations from instructors, employers, undergraduate advisers, volunteer supervisors, or academic/research mentors. Recommendations cannot be from peers or family members. Recommenders should be able to attest to the applicant's potential for success in a genetic counseling program. Ideally, recommenders will be familiar with the applicant's past academic performance and how it reflects their potential as a graduate student, as well as their relevant experiences, such as counseling, advocacy, volunteering, research, and/or experiential learning. Alternatively, recommenders may speak to the applicant's work ethic, professionalism, and interpersonal skills.

In the Recommendations section of the XULA GCP Application Form, applicants will be asked to include their reference's name, email address, and title. An email will automatically **be sent to the recommender with access to an online recommendation form. This form replaces the need for the traditional written recommendation letter.**

An applicant's NMS number must be used in place of their name. Gender-neutral pronouns should also be **used**, such as the singular **they/them/their** pronouns. Applicants must ensure that all recommendations are submitted on time. They are encouraged to request these be completed well in advance of the deadline and to follow up with their recommenders before the due date. Applicants can check the status of their application in the XULA application portal.

☐ Video Question

Each applicant will be asked to record a brief video directly in the application portal. This video will allow the applicant to tell us something about themselves that is not in their application, which will help us remember them and make them stand out. You will have two minutes to record your video and **unlimited attempts**.

As part of a holistic application process, this video will not be screened during the initial review of applications; however, it will be seen once the candidate selection is made for interviews.

☐ International Applicants

If you are an international student and English is not your first language, you must provide TOEFL or IELTS scores. [Learn more here.](#)

For questions or Issues in the application portal, contact geneticcounseling@xula.edu for assistance.