WCM-Q Admissions: Step-by-Step Online Application Tutorial

Office of Admissions

http://qatar-weill.cornell.edu/
Step 1: Create an online application account
In order to create an account, click on 'Apply Now' - on the banner from the WCM-Q home page or - on the Admissions pages.
Read the instructions. If you are a new user and you do not have a username and password, please access the ‘Qatar Application Initiation Form 2019” by clicking the corresponding link.
Fill out the Application Initiation Form

Provide your personal details and information regarding the educational institutions you have attended or are attending.

Navigate through the sections by clicking ‘Next Page’.

Some fields are mandatory. They are marked with ‘*’.
Provide information about the high school(s) / secondary school(s) you attend(ed). Select the country, then the school attended. If you have attended or are attending an institution not available in the drop-down list, please submit a ‘New School/University Request Form’.

1. Fill out the form.
2. Select the country, then the school attended.
3. Provide School/University Information here.
4. Enter the school’s name, state/province, city, address line 1, address line 2, website address, school email address, class type, school level, attended from (MM/YYYY), attended until (MM/YYYY).

5. Once the form is submitted, close the browser window to return to the initial Application Initiation Form.
Review the information you entered and submit the Application Initiation Form.
Within two business days, you should receive an e-mail with your username and password.

Business hours are Sunday – Thursday, 7:30 AM – 3:30 PM (Qatar time).

WCM-Q Six-Year Medical Program - Application Initiation

admissions@qatar-med.cornell.edu

Wed 9/19, 9:10 AM

Dear [Name],

Welcome to the Weill Cornell Medicine-Qatar (WCM-Q) Six-Year Medical Program online application service.

You have successfully created your account.

**Your WCM-Q ID is: 102** Include this number in ALL of your communication with WCM-Q Admissions staff.

If you are planning to contact us by e-mail, please use ‘Application 102’ in the subject line.

**Your username is (CWID): [Redacted]**

**Your password is: [Redacted]**

Use your Username and Password to begin your application with the following link:

https://qlearn.qatar-weill.cornell.edu/ICS/?tool=login

Once logged in, click on the Six-Year Medical Program Application tab at the top of the page.

We recommend you review these important links on our website:

1. To ensure that you are working on your application in a timely manner, please see our Application Timeline that is posted at:
   http://qatar-weill.cornell.edu/admissions/medical-program/six-year-medical-program/timeline

2. To read more and/or to register for any of the tests: TOEFL, IELTS, SAT and ACT, please use the link: http://qatar-weill.cornell.edu/admissions/medical-program/six-year-medical-program/timeline and read under “Examinations”.

Weill Cornell Medicine-Qatar
Step 2: Fill out and submit your online application
In order to access your account, click on 'Apply Now'
- on the banner from the WCM-Q home page or
- on the Admissions pages.
Since you now have a username and password (you are a returning user), click ‘**LOGIN HERE**’ to log in.
Enter your Username and Password.
We recommend that you type the password. Do not copy/paste your username and password from the e-mail into the fields.
Be mindful of the special characters.
Upon login, you will be taken to the welcome page. Read the notice, then access the applicable tab.
Read the instructions, then click on the link to the online application form.
Fill out the different pages of the online application form. Some fields may be pre-populated, based on the information you submitted in the Application Initiation Form.
Online Application Sections

This is the navigation pane of the application.

It is located on the left-hand side of the screen.

You will have to fill out applicable information in the available sections.

Go through the different application pages until all required information is provided.
Navigate through the different sections by clicking ‘Next Page’.
If you want to take a break, ‘Save and Finish Later’. Your progress will be saved.
In the Payment section, indicate how you intend to pay the application fee: in person (at our office) or by credit card. You do not have to submit the payment at this point in the application.
Review the information you entered,...
... and if you are satisfied that the information is correct, click ‘Submit’ to submit the online application form. If you do not submit the application, it will not be received by the Office of Admissions.
When the application is submitted, an automated confirmation message will be displayed.
Within two business days, you will also receive an e-mail confirming the submission of your online application.

If you selected to pay the application fee by credit card, you will be able to pay it at this point.

WCM-Q Six-Year Medical Program - Application Submitted

admissions@qatar-med.cornell.edu

Today, 8:41 AM

Dear [name],

You have successfully submitted your application for the Six-Year Medical Program at Weill Cornell Medicine-Qatar (WCM-Q), starting Academic Year 2019-2020.

Listed below are the documents required to complete your file for the Six-Year Medical Program:

A. Passport Copy
B. One Photograph
C. High School Transcripts: Grades 10-12 (13 if applicable) (first semester/term assessment of the current academic year)
   - Original-issue or attested copies, delivered in a school sealed envelope
D. Standardized Tests: SAT or ACT, TOEFL or IELTS
   - Original report sent by the testing center; e.g. College Board, ACT
   - WCM-Q College Code for SAT is 3999; for ACT-International: 5268
   - IELTS original report to be sent by testing center (e.g. British Council)
   - WCM-Q College Code for TOEFL is 3999.
   - Please see the WCM-Q Admissions website for the Six-Year Medical Program, FAQ # 4 for exemption criteria for the TOEFL/IELTS.
E. Letters of Reference
   - Minimum 2 – Maximum 5
   - Required: 1 from counselor/advisor or principal
   - 1 from science or mathematics teacher
F. Application Fee
G. Other: As applicable based on your academic record.

To pay for your application fee, please follow one of the options below:
Step 3: Follow up on the status of your application
In order to check the status of your application, click again on ’Apply Now’.

- on the banner from the WCM-Q home page or
- the Admissions pages.

Note: The banner on our home page will be removed after the deadline. After that date, access your account from the Admissions pages.
Enter your Username and Password.
We recommend that you type the password. Do not copy/paste your username and password from the e-mail into the fields.
Be mindful of the special characters.
From the welcome page, click on the ‘Self-Service’ tab.
Much of the information you need from our office is available in your ‘Self-Service’ tab.
Information is available to you in each section.

Access your account for more details.
Thank you for your interest in the Medical Program offered by Weill Cornell Medicine-Qatar.

If you have additional questions regarding your application, please contact us
• by telephone at +974-4492-8500 or
• by email at admissions@qatar-med.cornell.edu.

Best of luck!