



Health Professions Applicant Letter of Recommendation Request Form

Applicant's Name _____

Recommender's Name _____

Health Profession Application: Medical Dental Other _____

I hereby WAIVE DO NOT WAIVE my right to access this letter of evaluation.
(Applicant Check One)

Applicant's Signature

Date

TO THE RESPONDENT:

Your candid evaluation of this student's abilities and potential will greatly aid the Health Professional School in their evaluation of the applicant. Your letter will be included in a packet of materials that will be forwarded to the schools to which the student applies. If a student elects to waive the right to read the letter, all attempts are made to maintain confidentiality.

*****Please sign your letter on your departmental letterhead before sending*****

Most Helpful

1. Relationship between the applicant and referee: extent of knowledge about applicant and specific examples about behavior.
2. Information on personal characteristics of applicant, including: integrity, honesty, reliability, professionalism, determination, leadership & motivation. As well as cultural competence.
3. Strengths and weaknesses, including narrative & global comparison with other applicants or students you have taught. (critical thinking/written communication)
4. Description of applicant's social skills, including: interpersonal skills, ability to interact in groups and establish peer relationships.
5. Academic performance of applicant--describing academic aptitude and scholarship in a manner not addressed in application. Clarification of unique circumstances.

Least Helpful

1. Repetition of information from applicant, including: grades, test scores, nonacademic accomplishments listed elsewhere.
2. Unsubstantiated superlatives or vague generalities; use of accolades and broad praise without supporting examples.
3. Comments regarding grades in one particular class; detailed description of performance in one course without giving insight into intellectual ability, motivation or pertinent characteristics.
4. Lack of a strong relationship between applicant and letter writer; letters that conveys lack of first-hand acquaintance.
5. Inclusion of irrelevant information, including: overly detailed descriptions of research, religious beliefs, or hearsay.

Please email your letter to one of the following Preprofessional Advisors:

Kathleen Maier (kmurphy@tulane.edu) Duc Huynh (dhuynh3@tulane.edu)

Academic Advising Center, 100 Mussafer Hall, New Orleans, LA 70118-5680