

SUGGESTIONS FOR WRITING A LETTER OF RECOMMENDATION

Please provide an assessment of your relationship with the applicant and the applicant's qualifications in any of the areas listed below where you feel you are sufficiently knowledgeable.

NATURE OF YOUR RELATIONSHIP WITH APPLICANT

- Length of relationship.
- Frequency and closeness of interactions.
- Type of interactions: class discussions, academic advising, social interactions, discussions concerning work, casual conversations.
- Nature of relationship with applicant: Instructor, professor, work or laboratory supervisor.
- How well do you feel you know the applicant?

ACADEMIC PERFORMANCE AND INTELLECTUAL ABILITY

- Intellectual capacity and retention: ability to ingest, integrate and work with information and the ability to recall/remember. Assessment of this student's oral and written communication skills.
- Intellectual keenness and depth: ability to quickly grasp, analyze and understand complex material and concepts.
- Originality and imagination: ability to envision and define new perspectives, arrangements and approaches.
- Resourcefulness: ability to manage resources already at hand and to develop and manage new resources.

MOTIVATION FOR MEDICINE

- Enjoyment and commitment to:
 - (1) The study and application of science;
 - (2) Interacting and working with others;
 - (3) Providing service and assistance to others; and
 - (4) The specific functions and activities of health care.
- Industry: Application, energy, perseverance, stamina and endurance.

ABILITY TO COMMUNICATE AND RELATE WITH OTHERS

- Interpersonal Relations: ability to work with and get along with others, cooperation, attitudes toward supervision.
- Empathy: sensitivity to the needs of others, consideration and tact.

PERSONALITY

- Maturity and emotional stability: personal development, ability to cope with life situations, performance under pressure, mood stability, consistency in ability to relate to others. Have you observed any particular weaknesses or characteristics which you feel would interfere with a successful career? How does applicant handle disappointing or stressful situations?
- Judgement: ability to analyze an operational problem involving people and/or material, common sense, decisiveness.
- Self-confidence: assuredness, capacity to achieve with awareness of own strengths and weaknesses. If possible, please indicate reasons why you feel the applicant should or should not become a physician or other health care provider.
- Independence: ability to act autonomously with productivity and conform.
- Dependability and responsibility: reliability, promptness, conscientiousness.

DISTINCTIVENESS OF THE INDIVIDUAL

- Discuss those things that you believe are most important to know about the student regarding qualifications for admission to medical, dental or another health professional school. Does the applicant have any unique characteristics?