University of Notre Dame  
Health Professions Recommendation Form

To be completed by the applicant:

Name: ______________________

Federal law requires that this form be available for review by the applicant unless he/she waives the right to inspection. Applicants are asked to check one of the boxes, then sign and date below.

I ______ do waive, or ______ do not waive my right of access to this evaluation.

Signature: ___________________  Date: ____________

To be completed by the faculty or personal evaluator:

Name of Evaluator ______________________ Signature __________________ Date ____________

Institution __________________ Address: City, State, Zip Code __________________

Professional schools will only accept letters on letterhead with a signature. Please return this completed form along with your letter to: Center for Health Sciences Advising, 219 Jordan Hall of Science, Notre Dame, IN 46556. You may fax a signed letter on letterhead to 574-631-4505, or, email a pdf of both the form and the letter to teshka.3@nd.edu.

Section 1: Rating of the personal characteristics of the applicant: please indicate, with a check for each characteristic, your opinion of this applicant in comparison with other pre-health students you have known.

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<tr>
<th>CHARACTERISTICS</th>
<th>Top 5%</th>
<th>Top 10%</th>
<th>Top 25%</th>
<th>Top 50%</th>
<th>Lower 50%</th>
<th>N/A</th>
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<td>MOTIVATION: Depth and duration of commitment</td>
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<td>INTELLECTUAL CURIOSITY and ABILITY:</td>
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<td>Evidence of desire for learning depth of understanding, study habits</td>
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<td>CHARACTER: Integrity, sincerity, honesty, ethics</td>
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<td>RELIABILITY: Promptness, dependability</td>
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<td>EMPATHY and SERVICE: Demonstrated evidence of compassion and sensitivity to the need of others</td>
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<td>SOCIAL and INTERPERSONAL SKILLS: Ability to relate well with others, cultural competence</td>
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<td>TEAMWORK and LEADERSHIP: ability to inspire and collaborate with others, demonstrate initiative</td>
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<td>RESILIENCE and ADAPTABILITY: confidence, self-knowledge, awareness of strengths and weaknesses</td>
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<td>COMMUNICATION SKILLS: Ability to establish trusting relationships</td>
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Section 2: Overall Recommendation Rating: Please check your overall evaluation of this applicant's potential as a graduate student in a clinical health profession.

______ Recommended Enthusiastically
______ Recommended with Confidence
______ Recommended
______ Recommended with Reservation
Advice for Those Writing Letters of Recommendation for Notre Dame Applicants to Medical, Osteopathic, or Dental Schools
Please return by June 1st

You have been asked to write a reference letter for a health professions school. It is preferable to compose a separate letter on letterhead for the applicant. Professional schools weigh these letters heavily, when considering applicants. The letter of recommendation can be especially effective if you use specific examples whenever possible. Please consider including in your letter any of following items that might be relevant to your understanding of the student:

Please address the letter to “Dear Admission Committee”

1) Describe your relationship with the student: In what capacity and for how long have you known the student? If you have taught the applicant in the academic setting, please include a description of your course.

2) Briefly describe who you are (in no more than one sentence).

3) Include a course description of your course or experience in which you directed or taught the student.

4) Comment on the student’s intellectual ability as compared to that of other students you have known. Are there any extenuating circumstances that should be considered when interpreting an atypical grade?

5) Academic tasks: Does the student follow through on assignments and pursue suggestions for additional learning? With what degree of independence has he/she worked? How rigorous was the academic program?

6) Work/Lab/Volunteer/Extracurricular activities: Does the student come to work prepared? Would you trust him to work unsupervised? Describe his/her depth of involvement and achievement in these activities.

7) Communication skills: Evaluate the applicant’s ability to communicate both verbally and in writing.

8) Personal characteristics: How would you describe this student as a person? Listing the strongest point first and giving specific examples, comment on the student’s maturity, dependability, integrity, initiative, motivation for learning, concern for others, emotional stability, flexibility, self-discipline, ability to achieve goals, creativity, capacity for leadership, sense of humor, humility, and problem solving skills.

9) Interpersonal skills: How does he/she relate to peers, faculty, supervisors, ancillary staff? How does he/she respond to critique? Describe the student’s capacity for collaboration.

10) Potential as a health professional: How has the student demonstrated motivation for medicine/dentistry? Describe his/her level of commitment to a health career. Do you believe he/she would make a good health professional?

11) May the admission committee contact you about your letter?

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