

## REQUEST FOR REFERENCE

Name: \_\_\_\_\_

Dear \_\_\_\_\_ :

I am compiling a credentials file to support my application to **Medical School**. For my file, I request that you please provide the Advisory Committee on Health Professions with one or more paragraphs to be included in the Committee letter of reference. This letter is sent by Carleton on my behalf to those medical schools which I specify to the Committee. The Advisory Committee will not substantively edit what you write, and you may provide a complete letter if you wish.

Please send a signed hard copy of the letter on letterhead to the Pre-Health Advisor, Pam Middleton, Pre-Health Advisor, Carleton College, One North College St., Northfield, MN 55057, as well as a copy of the letter (as an email attachment, preferably as a Word document) to pmiddlet@carleton.edu.

Medical schools are particularly interested in the characteristics listed below. Please address those that you know well and personally. My other references will speak to other qualities.

I have ( \_\_\_\_ ) have not ( \_\_\_\_ ) waived my right to review my Committee file containing my letters of reference.

Thank you.

Signed, \_\_\_\_\_ Date \_\_\_\_\_

### **Academic Performance and Intellectual Ability**

**INTELLECTUAL CAPACITY AND RETENTION:** Ability to ingest, integrate, and work with a large quantity of information and the ability to remember.

**INTELLECTUAL KEENNESS AND DEPTH:** Ability to grasp quickly, analyze and understand complex material and concepts.

**ORIGINALITY AND IMAGINATION:** Ability to envision and define new perspectives, arrangements, approaches.

**RESOURCEFULNESS:** Ability to manage resources already at hand, and to develop and manage new resources.

### **Motivation for Medicine**

**ENJOYMENT IN 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 delivery.

**INDUSTRY:** Applications, energy, perseverance, stamina, and endurance.

### **Ability to Communicate and Relate to Others**

**INTERPERSONAL RELATIONSHIPS:** Ability to work with and to get along with others, rapport, cooperation, attitudes toward supervision.

**EMPATHY:** Sensitivity to the needs of others, consideration and tact.

**COMMUNICATION SKILLS:** Clarity of expression and articulateness in oral and written communications.

### **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.

**JUDGMENT:** 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.

**INDEPENDENCE:** Ability to act autonomously with productivity and comfort.

**DEPENDABILITY AND RESPONSIBILITY:** Reliability, promptness, conscientiousness

### **Distinctiveness of the Individual**

Discuss those things that you think are most important to know about the candidate regarding qualifications for admission to Medical School.