

Return form to:

Cheryl Hug-English, M.D.
Assoc. Dean for Admissions and Student Affairs
Attention: Admissions Coordinator
Mailstop 357

Date: _____

_____ is applying for admission to the University of Nevada School of Medicine and has given your name as a reference. The Admissions Selection Committee would appreciate receiving your frank opinion of this student on the following form. **PLEASE RETURN THIS LETTER TO THE SCHOOL OF MEDICINE BY DECEMBER 1ST OR THE APPLICANT'S FILE WILL BE CONSIDERED INCOMPLETE.**

In selecting students to the School of Medicine, the Admissions Selection Committee depends on evaluation of the applicant by undergraduate faculty and advisors, employers, supervisors, etc. Since the number of qualified applicants to medical schools far exceeds the number of positions available, we are anxious to select those individuals whose accomplishments, personal attributes, and abilities indicate that they have the greatest potential for medical training and practice. Therefore, we ask you to provide a thoughtful and completely frank appraisal of the applicant. If you do not know the applicant well enough to complete this form, please notify him/her and return the form. Your early reply is appreciated since the applicant will not be evaluated without your appraisal.

The form includes (1) Guidelines for Narrative Comments on Applicant; (2) a section in which to fill in responses; (3) a Summary Evaluation on Applicant; and (4) a Narrative Comments on Applicant section. **PLEASE COMPLETE ALL THREE SECTIONS.** Thank you for your time and effort in completion of this evaluation.

GUIDELINES FOR NARRATIVE COMMENTS ON APPLICANT

Use the following guidelines for completion of the Narrative Comments section, or attach your own letter. The Admissions Selection Committee would like to have the following type of information included.

1. Personal attributes - Comments may include the following:
 - A. Interpersonal skills
 - B. Evidence of psychological maturity and stability
 - C. Imagination, initiative, creativity, perseverance, and enthusiasm
 - D. Problem solving skills
 - E. Honesty, integrity
 - F. Empathy

2. Academic achievement: Since transcripts are made available to committee members, comments should amplify the information on the applicant's academic record.
3. Employment, extra-curricular or avocational activities: Community service, personal talents, outside interests.
4. Honors received, academic or nonacademic: Specify the competition or degree of selectivity of such awards, i.e., how many were awarded in what student population?
5. Knowledge of and experience in medicine/research.
6. Social and ethical issues.

PLEASE FILL IN YOUR RESPONSES TO THE FOLLOWING:

1. In what capacity have you been associated with the applicant?

2. How well do you know the applicant?
__Very well __Fairly well __Slightly
3. To your knowledge, has there ever been any disciplinary action involving this applicant which might indicate unsuitability for medicine?
__Yes __No

(If yes, please provide full explanation in Narrative Comments Section or in an attached letter.)

SUMMARY EVALUATION ON APPLICANT

Please rank the applicant in both academic and nonacademic categories, keeping in mind the previously mentioned information guides. It is helpful to utilize the entire scale when evaluating an applicant, and to support your evaluation with specific comments in your written summary of the applicant.

RANKING	Academic	Non-Academic
Outstanding		
Excellent		
Very Good		
Good		
Fair		
Poor		
Unable to rate		

NARRATIVE COMMENTS ON APPLICANT

Please include the items as noted in the "Guidelines for Narrative Comments." Use the space below, and additional pages, if necessary.

APPLICANT'S NAME: _____

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Evaluator's signature _____

Evaluator's name (please print) _____

Title _____ Department _____

School or Affiliation _____

Mailing Address _____

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