



Letter of Evaluation For: _____ Furman ID# _____

Letter requested for admittance into the profession of _____

Applicant: Before you give this form to an evaluator acquainted with your qualifications for pursuing a health career, please check and sign, in accordance with the Family Educational Rights and Privacy Act of 1974.

- I hereby waive my right of access to this letter of recommendation.
- I do not waive my right of access to this letter of recommendation.

Applicant's Signature

Date

Dear _____:
Student Evaluator

Students applying to health professional schools are required to submit letters of evaluation that detail that student's fitness for the profession. Schools depend on the candid evaluations by professors and work supervisors in order to select those students who are best suited to this demanding profession. Below are some suggestions for writing a letter of evaluation that the Office of Health Careers Advisor will copy and append to the Furman composite evaluation that is sent to all the schools to which the student applies. Unless otherwise specified by the applicant, the letter should not be addressed to a specific health professional school.

In your letter confirm the length of time the student spent under your supervision, a brief description of the course or project undertaken by the student, and the work the student accomplished. Other comments that could be made if applicable are as follows:

- Interest and enthusiasm shown by the student
- Promptness and reliability in meeting whatever agenda was agreed upon
- Initiative shown by the student in asking questions and requesting certain experiences
- Appropriate balance between seeking help when necessary and showing suitable independence
- Ability to understand quickly any explanations given
- Cooperativeness
- Willingness to put in extra time
- Communication skills
- Problem solving skills
- Manual dexterity
- Efficiency, neatness, and organization
- Ability to get along well with others in the lab
- Suitability for health professional school.

Comments that are specific and include examples are preferred to more general type statements.

Please return this form with your letter on official letterhead addressed to:

Health Careers Advisor
Office of Health Career Advising
Furman University
3300 Poinsett Highway
Greenville, SC 29613

OR email a scanned copy (on official letterhead) to:

john.banisaukas@furman.edu