

SAMPLE FORMAT

Faculty Letter of Recommendation

Date

Inside Address (Non-ERAS Programs)

Re: (Be certain letter includes your full name with correct spelling)

Dear (Individual's Name if non-ERAS program **or** Generic Term "Colleague" for ERAS transmissions):

This letter is written in support of (Student's Name), who is applying to your (Name of Specialty) residency program.

(Student's Name) worked with me in (State type of course such as required clerkship, consult elective, subinternship, etc.) in (Specialty). (Remainder of paragraph should comment on the following :)

- A. Amount of time student was observed personally and/or knowledge from residents' observations of student.
- B. Indicate student's level of performance in areas such as knowledge, clinical skills, and interpersonal skills either in relating to patients or in working as a member of the team.
- C. Indicate how student has demonstrated competence for field in which they are applying.

Final Paragraph: (Indicate level of support for the individual as a house officer candidate for the program to which he/she is applying.)

Sincerely yours,

Faculty's Name
Title