The Pre-professional Advisory Committee (PPAC) recommendation letter is an important part of your application to professional schools (i.e., medical, dental, veterinary, pharmacy, etc.). The Committee's recommendation letter includes a recommendation rating, significant information pertaining to your background/qualifications, faculty/mentor appraisals, and the original text of your reference letters. The ratings are Excellent, Good, Fair, and Poor. The Committee's rating is based on your personal statement, faculty appraisals, reference letters, and transcripts; we do not use your standardized test scores.

**Deadlines:** The PPAC application form must be submitted by April 1. A complete application packet including your personal statement, transcripts, and four faculty appraisals and letters of reference must be received by April 30.

**URG Consent Form:** You are required to submit a URG consent form to allow the PPAC to release your educational information to a professional school. A different consent form is required for each professional school for which a recommendation is requested.

**Faculty/Mentor Appraisals and References:** Each student must have a minimum of 4 letters of reference with each letter accompanied by a completed appraisal form. The personal characteristics that are listed on the appraisal form are those that the Committee has deemed important for the success of a person in the health professions. The letters of reference should be addressed to the Pre-professional Advisory Committee. You can make as many copies of the appraisal form as you need.

- Two letters must come from URG science faculty.
- The third letter must come from a humanities or social science faculty member.
- The fourth letter should come from a faculty member, research mentor, or an employer (from a relevant work experience, e.g., in the health field, research lab, etc.). This letter should come from URG personnel, but the PPAC may consider a non-URG employer's review. Non-URG employer references must be approved in advance by the PPAC.
- A PDF document titled "Composing a Letter of Evaluation that Captures the Applicant as an Individual," which was published by the National Association of Advisors for the Health Professions (NAAHP) is available for your letter writers on the PPAC website (http://www.rio.edu/preprofessionaladvising/).

**Liability Waiver and Confidentiality Statement:** In accordance with the Family Educational Rights and Privacy Act (FERPA), you have the option of waiving or retaining your right to access the committee evaluation and individual recommendations by signing one of the statements appearing at the bottom of the appropriate form. Please note that in any case, your recommendation will not be given to any third party except authorized personnel of institutions to which you are applying and only then with your explicit written authorization (See URG Consent Form above).

**Personal Statement:** The personal statement should be a biographical sketch describing why you want to go to professional school and outlining the steps that you have taken to prepare for professional school. You should also include all extracurricular activities, community service, awards, accomplishments, research experience, and any other health-related experiences.

**Transcripts:** You will need to obtain a copy of your transcripts and submit it to the Pre-professional Advisory Committee. An unofficial copy is sufficient if you are a current student.