**CHORI Summer Student Research Program Reference Letter Criteria**

Thank you for agreeing to write a letter of reference for a CHORI Summer Student Research Program Applicant. Please note that you will NOT be sent an E-mail link to upload your reference letter. Instead you are asked to submit your letter electronically or by standard mail using the address listed below. All letters must be on professional letterhead, signed by you, and submitted by the application due date.

For high school students, letters must be postmarked by **Friday, February 8, 2019.**

For undergraduates, letters must be postmarked by **Friday, February 22, 2019.**

**Letter Criteria:**

In one page or less, please describe to the best of your ability your relationship with the student applicant. Characteristics you might consider commenting on include the following:

- In what ways has the applicant made an impact in your class, school or community?
- In what ways have you seen this applicant distinguish him/herself from other students?
- What is your estimation of this applicant’s promise as compared to other students?
- What is your estimation of the applicant’s attitude and enthusiasm for learning?
- Does this applicant have prior research experience? If so, please describe. If not, why you think this student would be prepared for an intensive research internship?
- Does this applicant have intellectual curiosity, oral and written communication skill, creativity, leadership, responsibility, integrity, and/or emotional maturity?
- Does this applicant have unusual accomplishments or personal circumstances that are relevant to a research internship?
- Does this applicant have factors that might interfere with academic performance and/or personal relationships in this program?
- Does this applicant overcome barriers, academic or otherwise, to their current level of academic performance?

**How to Submit your Letter of Reference**

**E-mail:** ssrp@chori.org  
Subject Line: Students First_Last_Reference Letter  
Attached doc/pdf: Students First_Last_Reference Letter

**Standard Mail:**  
CHORI Summer Student Research Program  
5700 Martin Luther King Jr Way  
Oakland CA 94609