



CHORI Summer Student Research Program Reference Letter Instructions

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 or postmarked by the application due date. **Google Docs or letters written within the body of an email are not accepted.**

For high school students, letters must be postmarked by **Friday, February 5, 2021.**

For undergraduates, letters must be postmarked by **Friday, February 19, 2021.**

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:

- 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?
- Has this applicant overcome barriers, academic or otherwise, to achieve their current level of academic performance?

How to Submit your Letter of Reference

E-mail: ssrp@ucsf.edu

Subject Line: Students' First & Last Name_Reference Letter

Attached: .docx/.pdf please save as: Students' First_Last_Reference Letter

Standard Mail:

Attn: Admissions

CHORI Summer Student Research Program

Children's Hospital Oakland Research Institute

5700 Martin Luther King Jr Way, Oakland CA 94609