**Texas State University**

**Pre-Health Committee Evaluation Form for Application Year 2022**

**This form must accompany your letter of evaluation**

**TO THE APPLICANT**: Complete the top portion of this form before presenting it to your letter writer. You should provide your letter writer with a copy of the *Letter Writer Guidelines for Pre-Health Students*.

Applicant’s full name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ TxSt ID \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Applying to \_\_\_\_ Medical or \_\_\_\_ Dental school Primary Pre-Health Advisor? Dr. Banta \_\_\_\_ Dr. Pesthy \_\_\_

Under the Family Educational Rights and Privacy Act of 1974 (FERPA), you may access and review this evaluation unless you explicitly waive this right.

\_\_\_\_\_ I waive my right to access and review this letter of evaluation at any time.

\_\_\_\_\_ I do not waive my right to access and review this letter of evaluation at any time.

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Signature of applicant Date

**TO THE EVALUATOR**:

Thank you for your willingness to provide a **candid evaluation** of this applicant for the professional school indicated. Please use the accompanying *Guidelines for Letter Writers* to help you prepare your letter. Feel free to contact a Pre-Health Advisor if you have any questions or concerns.

**Your letter of evaluation must be on official letterhead and should contain a date, an original signature, and your title. Please retain a copy of this letter in your files.**

**How many pre-health applicants is your rating based on?** **0-2 3-5 6-10 11-20 >20** **(circle one)**

We seek your assessment of each competency below. See the *Guidelines for Letter Writers* for detailed

 descriptions of these competencies. Your honest appraisal is of most value to us.

 No Basis Below Above Average Exceptional

 for judgment Weak Average Average (top 15%) (top 5%)

Critical Thinking 0 1 2 3 4 5

Scientific Inquiry 0 1 2 3 4 5

Written Communication 0 1 2 3 4 5

Service Orientation 0 1 2 3 4 5

Social Skills 0 1 2 3 4 5

Teamwork 0 1 2 3 4 5

Oral Communication 0 1 2 3 4 5

Ethical Responsibility 0 1 2 3 4 5

Reliability/Dependability 0 1 2 3 4 5

Motivation for Medicine/Dentistry 0 1 2 3 4 5

 Recommendation Rating \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Printed name

\_\_\_ enthusiastically recommend \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Title

\_\_\_ highly recommend

\_\_\_ recommend \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Signature

\_\_\_ recommend with reservation

\_\_\_ do not recommend at this time \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date

**Important Competencies for Medical and Dental School Applicants**

Descriptions for many of these competencies are taken from the AAMC GSA Committee on Admissions.

**Thinking and Reasoning Competencies**

**Critical Thinking**: Uses logic and reasoning to identify the strengths and weaknesses of alternative solutions, conclusions, or approaches to problems.

**Scientific Inquiry**: Applies knowledge of the scientific process to integrate and synthesize information, solve problems, and formulate research questions and hypotheses. Is facile in the language of the sciences and uses it to participate in the discourse of science and explain how scientific knowledge is discovered and validated.

**Written Communication**: Effectively conveys information to others using written words and sentences.

**Pre-professional Competencies**

**Service Orientation**: Demonstrates a desire to help others and sensitivity to others’ needs and feelings. Demonstrates a desire to alleviate others’ distress. Recognizes and acts on their responsibilities to society locally, nationally, and globally.

**Social Skills**: Demonstrates awareness of others’ needs, goals, feelings, and the ways social and behavioral cues affect peoples’ interactions and behaviors. Adjusts behaviors appropriately in response to these cues. Treats others with respect.

**Teamwork**: Works collaboratively with others to achieve shared goals. Shares information and knowledge with others and provides feedback. Puts team goals ahead of individual goals.

**Oral Communication**: Effectively conveys information to others using spoken words and sentences. Listens effectively. Recognizes potential communication barriers and adjusts approach or clarifies information as needed.

**Ethical Responsibility to Self and Others**: Behaves in an honest and ethical manner. Cultivates personal and academic integrity. Adheres to ethical principles and follows rules and procedures. Resists peer pressure to engage in unethical behavior and encourages others to behave in honest and ethical ways. Develops and demonstrates ethical and moral reasoning.

**Reliability and Dependability**: Consistently fulfills obligations in a timely and satisfactory manner. Takes responsibility for personal actions and performance.

**Motivation for Medicine/Dentistry**: Demonstrates a passion for the field. Has taken the time and put in the effort to adequately explore the field through employment, volunteer activities, shadowing or other means.

**GUIDELINES FOR LETTERS OF EVALUATION FOR PRE-HEALTH STUDENTS**

Please return the completed and signed evaluation form and letter to the Pre-Health Advisor indicated on the Evaluation Form:

**It is very important that your letter is written on letterhead, has a current date, and a signature.**

Dr. Marilyn Banta Dr. Carolyn Pesthy

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-Do not give your completed letter to the student for delivery.

-**We are happy to accept scanned copies of forms and letters by email as long as they are on letterhead and have a date and a signature and are sent from the letter writer’s email account**.

-Please make note of the applicant’s decision to waive or not waive their right to see your letter (FERPA). You are not obligated to write a letter for an applicant who has not waived their right to see your letter.

Introduction to letter writers:

The letter you are providing for this professional school applicant is an important component of his or her application, and we thank you for taking some of your valuable time to generate an informative letter of evaluation. Please do not hesitate to contact us with questions or concerns.

The value of your individual letter of evaluation

The Pre-Health Committee at Texas State will be generating a Committee Letter of Evaluation for this applicant. This committee letter is a composite letter summarizing the committee’s evaluation of the applicant’s preparation and readiness for professional school, and the evaluation form you have completed and letter you have written give us valuable insight into the applicant. Pre-Health Advisors may incorporate comments from your letter into the applicant’s committee letter. In addition, your letter and the evaluation form will be forwarded to the professional schools the applicant is applying to, so admissions committees will also see them. We hope that you understand the importance of your letter to our Pre-Health Committee and to the professional school admissions committees.

General guidelines for your letter (these guidelines are optional and intended only to help you with your letter):

You can provide a single letter that will be used for all the schools the applicant is applying to. Using a generic “Dear Admissions Committee” type heading is fine. You must include a date on your letter. Give an explanation of your relationship with and length of time you’ve known the applicant. Personalize your letter. When possible, cite specific examples of the applicant’s abilities and achievements rather than using vague generalizations. When possible, give comparative information showing how the applicant compares with others you have known. Please provide us with your candid assessment of the likelihood for success of this applicant in medical or dental school and beyond as a health care provider. Please avoid commenting on the applicant’s physical appearance, marital status, religion, gender identity, or other irrelevant qualities.

Here is some additional information that you should try to include in your letters of evaluation:

Instructors: comparative information about critical thinking skills; knowledge of the scientific process and comprehension of content; examples of leadership, interpersonal skills, oral and written communication skills, integrity, and motivation

Research or lab supervisors: comparative information about their reliability, independence, perseverance, discipline, curiosity, leadership; examples of competent laboratory technique, competence at instructing others, and ability to interpret data

Employers or volunteer coordinators: comparative information about reliability, empathy, maturity, compassion, moral character, professional appearance/poise, and integrity; examples demonstrating independence, good interpersonal skills, tolerance, good communication skills, and responsibility

Health care professionals: comparative information about compassion, attention to detail, curiosity about the career, motivation for medicine or dentistry, maturity, professionalism; examples of poise, communication skills, empathy, and interpersonal relationships; information about the nature (quality, duration, substance) of the health care experience the applicant has received with you