

LETTER OF RECOMMENDATION GUIDELINES

Office of Cancer Research Training & Education Coordination (CRTEC)

All eligible applicants interested in participating in CRTEC-led programming at Massey should follow the guidelines below for submitting a formal letter of recommendation. Letters should be directly added in the application or submitted to mcccrtec@vcu.edu. If sent via email, please include the applicant name and program of interest in the email subject line.

Applicant Name:

Reference Name: *Recommendations for the Office of CRTEC should come from a science teacher and/or an academic advisor. Applicants may request a letter of recommendation from a non-science teacher, supervisor or mentor, but they must be able to attest to the applicant's expressed interest in pursuing education and/or career opportunities in biomedical sciences (e.g. medical, dental, nursing school, STEM graduate degree, public health)*

Paragraph 1: *Please provide a description of how you know the applicant.*

Paragraph 2: *Please provide the pertinent skills that you have observed to be applicable to an internship in cancer research (e.g. attention to detail, curiosity, problem solving, accountability, collaboration).*

Paragraph 3: *Please provide any additional justification for why this student is a good fit for the program (e.g. life/family experiences, passion for medicine and helping people).*

Questions? Please contact us at mcccrtec@vcu.edu.