

University of Kansas School of Medicine

2024 Scholars in Health Application Instructions

1. The following materials are required for completion of the Scholars application:

a. Online Scholar Application

b. Three to Five Letters of Recommendation

- Request letters of recommendation from a maximum of five people who can discuss your intellectual promise, your commitment to service, and your commitment to practice medicine in underserved areas of Kansas. Recommendations may come from teachers or professors, physicians or other health care workers, directors of community organizations, or other individuals who know your life goals and career objectives. Letters from family members, close friends, or individuals with only superficial knowledge of you are less useful and, therefore, discouraged.
- Because confidential letters are given greater weight than letters that are not confidential, you are required to waive your right to access your letters of recommendation. You may also print the attached waiver form to give to each of your letter authors. Letters should be sent electronically from the letter writer to medadmissions@kumc.edu.
- Please Note: Only one letter of recommendation is required for the Kansas Premedical Scholars program.

c. Official High School Transcript

- Request an official transcript from your high school. The transcript should provide graduation date, grade point average, class rank, and ACT and/or SAT scores. Applicants should request official transcripts be sent to the KU School of Medicine Office of Admissions. The email address to provide on your request will be medadmissions@kumc.edu.

Physical copies (official copies sealed in an envelope) can be mailed to:

The University of Kansas School of Medicine
Office of Admissions
Mail Stop 1049
3901 Rainbow Blvd.
Kansas City, KS 66160

d. Official College Transcript(s)

- Request an official transcript from every school from which you have earned college credit. For your current school, be certain to indicate on the request form that you want the transcript sent after spring semester grades have been posted. Applicants should request official transcripts from all universities for which they have college credit to be sent to the KU School of Medicine Office of Admissions. The email address to provide on your request will be medadmissions@kumc.edu.

Physical copies (official copies sealed in an envelope) can be mailed to:

The University of Kansas School of Medicine
Office of Admissions
Mail Stop 1049
3901 Rainbow Blvd.
Kansas City, KS 66160

2. The deadline for receipt of the above materials is June 10.

- We prefer application materials be submitted as electronic documents.
- Authors can email letters of recommendation to: medadmissions@kumc.edu.
- Electronic official transcripts should be sent to: medadmissions@kumc.edu.

3. Completed application files will be reviewed for a decision to invite for interview. Interview invitations will be extended by email message in late June for an anticipated interview date in July.

4. A mandatory orientation meeting for accepted Scholars will be held in the fall.

5. Please note: Applicants for Scholars in Urban and Rural Health should be on track for completion of undergraduate degree requirements and matriculation into the School of Medicine in July after the completion of the two-year program

Applicant name, printed

Dear Evaluator:

Thank you for agreeing to write a letter on behalf of the above-named applicant. The following guidelines are provided for your assistance as you prepare your letter. This page is for your reference and should not be submitted with your letter of evaluation.

1. Please state the nature and duration of your relationship with the applicant and whether you are writing based on direct or indirect observations.
2. To the extent possible, please discuss the applicant's attributes, as you understand them, as related to:
 - Motivation and understanding of medicine
 - Service commitment and community involvement
 - Interpersonal and communication skills and teamwork
 - Cultural competence
 - Character, integrity, and ethics
 - Critical thinking skills
 - Reliability, dependability, resilience, adaptability, and capacity for improvement
3. A "bottom-line" assessment (e.g., "recommend," "enthusiastically recommend") is appreciated.
4. Letters of reference should be signed by the letter author and dated. Letter head is encouraged.

The deadline for receipt of your letter is June 10. Please send your recommendation letter electronically to Blair Day, KU SOM Office of Admission, at the email account: medadmissions@kumc.edu. The email subject can be titled [Last name, first name, LOR for Scholars application].

Your evaluation of this applicant's candidacy is an important part of the selection process. Thank you.

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The University of Kansas School of Medicine Admissions Office provides the following statement waiving access to letters of recommendation written on behalf of applicants. Applicants are required to waive access, they are instructed that doing so encourages their evaluators to be candid.

#### **Recommendation Letters Waiver of Access**

Because confidential letters are generally given greater weight than letters that are not confidential, you are required to waive your right to access your letters of recommendation. This waiver is irrevocable and waives any rights of access to all letters of evaluation stated by the Family Education Rights and Privacy Act. Should you choose to provide such a waiver, you may do so electronically by checking the box below. You may also print the [waiver form](#) to give to each of your letter authors.

*I hereby freely and expressly waive any and all rights of access to all letters of evaluation as granted me by the Family Educational Rights and Privacy Act.*