

## Guidelines for Writing a Letter of Recommendation

The Faculty of Medicine, Chulalongkorn University requires **2 letters of recommendation** for each applicant, with at least 1 letter must be from the applicant's academic supervisor, direct supervisor at work or co-worker. Letters are to be submitted directly via our email at [admission.cu-medi@chula.md](mailto:admission.cu-medi@chula.md) under the subject **"LOR ID ...(your application code)..."**

Your letter of recommendation will provide the admissions committee with an essential tool in the selection process as it will give us an insight into the applicant. Here are some qualities of the applicant you may wish to comment about and if possible please provide specific examples based on your direct experience with the applicant.

- Motivation for medicine** – as studying medicine requires a high level of commitment from the student, please indicate how the applicant has shown an interest in studying medicine, for example, by taking up work experience or volunteer work in a healthcare setting.
- Maturity** - If you could provide your impression of the applicant's maturity as an adult-learner as they will need to take initiatives for active learning in and out of the classroom to cope with the demands of the course.
- Leadership** – The ability to lead and work within a team is essential in the medical field, whether it be leading a multidisciplinary team in a clinical setting, leading a research project or providing healthcare management. If you could tell us about any leadership qualities/experience of the applicant.
- Communication skills** – Good ability to communicate with patients and colleagues is essential in medicine to build good doctor-patient rapport and to safely and effectively manage patients' conditions. If you could give us your impression of the communication skills based on your observations in their study or work.
- Ethical and moral principles** – Your opinion on whether the applicant possesses a high standard of values to make a good doctor such as dignity, honesty, fairness, sense of responsibility, and empathy
- Creativity** – We are looking for a multitalented applicant and we want to see applicants bring their own individual talents from previous degrees or work to the field whether in science, social science or arts. Do you feel that the student has the creativity to become a modern 21<sup>st</sup> century doctor who could bring change to which ever medical field they enter, whether it be in clinical practice, research, bioengineering or medical business etc.?
- Please feel free to comment on any other qualities that are not mentioned above that may be applicable. Please send your letter with a short summary of why you believe the applicant would make a good doctor.
- It is also important if you could comment on any areas of concern or opportunities for improvement on the applicant. Critical feedback is an important part of long-term development of doctors. By identifying any areas of weakness early on, we can tailor our support for each student in a constructive manner.