



UNIVERSITY
of HAWAII®
MĀNOA

Guidelines for Requesting Recommendations

For your application to the University of Hawai'i John A. Burns School of Medicine (JABSOM), a minimum of two letters of recommendation or a composite report from a Premed Committee are required. Your choice of persons to ask for letters of recommendation is important. The letters do influence the admissions Committee. An optional JABSOM Letter of Recommendation form is available upon request for your letter writer to submit his/her evaluation.

The most useful letters are from faculty members. The extent to which your instructors know you will have an impact on their letters of evaluation and their capacity to advise you on matters of general education. Get to know your faculty advisor in his or her capacity of advisor, not just as a registration officer whom you see twice each year.

If you have a teaching assistant (T.A.) write a letter, ask that the faculty member in charge of the course endorse the letter, if possible. Letters from people not associated with the university (except those with whom you have done research or who have employed you) are apt to be less helpful.

Outside of the classroom, useful letters are from those who have gotten to know you well and who have observed you in a health/clinical or research or community service/volunteer setting. Such letters may come from research/lab supervisors, physician who you may have shadowed, mentored, or worked with either as a volunteer or employee.

IMPORTANT!

Letters are to be submitted directly to the AMCAS Letter of Recommendation Service.

JABSOM will only accept letters directly from the AMCAS service; therefore, applicants should instruct their letter writers or schools to mail or electronically upload their letters directly to AMCAS. For further instructions, please see that AAMC website:
<https://www.aamc.org/>