

## Letter of Recommendation Request Form for Dr. Beane

\* you must indicate that you "waive your right" to access the letter on relevant forms

Name:	Overall GPA:
Email:	Major GPA:
Major:	Total GRE Score:
Minor/2nd Major:	Math GRE Score:
# BIOS courses taken:	Verbal GRE Score:
# CHEM courses taken:	Total MCAT Score:

**Names and Deadlines of the Schools/Programs/Fellowships/Scholarships/Jobs etc. to which you are applying (attach additional sheets if necessary)**

	Name	Deadline	Additional Forms to Complete?	Electronic Letter?
1)			yes no	yes no
2)			yes no	yes no
3)			yes no	yes no
4)			yes no	yes no
5)			yes no	yes no

Graduate School Program of Interest: \_\_\_\_\_

Medical School Program of Interest: \_\_\_\_\_

Degree of Interest (M.A., M.S., PhD, MD, DO, DDS, etc.): \_\_\_\_\_

Research Project(s) in which you have been involved: \_\_\_\_\_

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

Honors you have received from the Biology Department or University: \_\_\_\_\_

Beane BIOS Course	Semester	Year	T.A. Name	Grade
BIOS 1500/1610 Molecular & Cellular Bio				
BIOS 5970 Current Topics in Regeneration				
BIOS 4990 Independent Research				

**Include the following in a large file folder or envelope:**

- Completed forms, including your signature
- Addressed envelopes with **2 stamps** for letters and forms **OR** information necessary for online letter submission
- Copy of WMU transcript (may be unofficial)
- Resume or Curriculum Vitae (CV)
- Personal Statement
- This Form

**Procedure for requesting a letter:**

- 1) Turn in hard copies of completed materials (left) to the Biology Department front desk or my Biology department mailbox.
- 2) **Send me an email at [wendy.beane@wmich.edu](mailto:wendy.beane@wmich.edu)** when you have left your letter of recommendation request package.
- 3) If you do not receive a reply email from me within a week stating that I have received your package, please email me again.
- 4) Please allow **4-6 weeks** for me to complete your letter. If you do not receive an email from me indicating that your letter has been submitted within 4 weeks, please send me a reminder email.