



# HARVARD-AMGEN | SCHOLARS | PROGRAM

## RECOMMENDER INSTRUCTIONS

APPLICANTS: Please give these instructions to your recommenders. do not upload.

Dear Recommenders:

This applicant is applying to the [Harvard-Amgen Scholars Program](#), to participate in the 10-week summer residential research program. A critical factor in evaluating the application is evidence of initiative and motivation in an academic and/or research setting. The applicant has selected you to provide a letter of recommendation to the Harvard-Amgen Scholars Selection Committee. We thank you for your effort on the applicant's behalf. Please be sure to address the following questions in your letter:

1. How long and in what capacity do you know the applicant?
2. Can you provide brief examples of their initiative, motivation, and determination in an academic and/or research activity?

If you have only interacted with the student in a classroom setting, please reflect on how the student's performance and participation in that course connects to their research potential and ability to be successful in and contribute to a research environment.

3. Please address the applicant's potential lab host selections. Why might any of these choices be a good fit for the applicant?
4. How would the applicant benefit from and contribute to the Harvard-Amgen Scholars community?

Other reminders:

- Please write letters on official institutional letterhead or other formalized letterhead.
- Please address your letters to the "*Harvard Amgen Scholars Program Selection Committee*" or simply, "*Selection Committee*".
- The program is grateful for recommenders' thorough advocacy and thoughtful assessments of the applicants and their research potential. Though there is no prescribed page limit on letters, we find that 1.5 pages to 2 pages *at most* is sufficient (750 to 800 words approximately).

Once the Harvard-Amgen Scholar applicant has entered your information into our Centralized Application for Research and Travel (CARAT), you will receive an email prompt from [carat.app@fas.harvard.edu](mailto:carat.app@fas.harvard.edu). This email will contain a link directly to CARAT to upload your letter of recommendation.

Please submit your letters of recommendation directly to CARAT. Please note that this is not an encrypted server system and is provided for your convenience only.

The deadline for receipt of recommendations and student application materials is **February 1, 2024, 11:59PM, Eastern Standard Time (EST)**.

If you have any questions, please contact Pamela Gaddi, at [amgenscholars@harvard.edu](mailto:amgenscholars@harvard.edu).