

Checklist for applying for a committee recommendation

- First time being reviewed by the HPA committee Reviewed Previously by the HPA Committee
(check one)

Refer to the detailed instructions found here for both new applicants and subsequent reviews/reapplicants: <https://www.holycross.edu/academics/programs/health-professions-advising/application-process/applying-committee-recommendation>

Either created or updated your [letter of recommendation](#) spreadsheet with letters you are requesting.

File items are in this order:

1. This completed checklist
2. HC Transcript
3. Other transcripts for courses taken away from HC
4. Cover sheet (marked "addendum" if subsequent review/reapplicant)
5. List of courses (or list of courses taken since your last review)
6. Optional requirement justification form/documentation
7. Optional academic notation sheet
8. Extracurricular activities (addendum of activities since last review)
9. Personal Statement (Or 2-3-page update/reflection since last review if subsequent review or reapplicant)

Items are saved in .pdf format

Items are compiled in one document file for submission

Correct email address to send to: healthprofessions@holycross.edu

Sent by February 15th

Next steps while waiting for review results:

- Stay on top of Letters of Recommendations
Check shared google sheet for updates, follow up if letters are not received/marked as received by the first week of March – all spreadsheets should be up to date by then.
DO letter deadline: May 1st