

Template to request a letter - feel free to copy, edit, insert names and other personal details, and paste them into your email. Please do not alter the guidance from the office.

## REQUEST FOR EVALUATION

Please submit your letter as an email attachment as a PDF file on professional letterhead with a signature and date to [hpleters@holycross.edu](mailto:hpleters@holycross.edu) by: [DATE]

I, [NAME], am applying to the Holy Cross Health Professions Ad}

graduate professional schools require letters to be submitted as a PDF on letterhead, with a hand or electronic signature, the writer's full name and titles, and the date the letter was written.

We know that writing evaluations are time-consuming and sincerely appreciate your writing on this applicant's behalf.

With gratitude,  
Miles B. Cahill, PhD  
Health Professions Advisor