Committee Letter Guidelines - Dentist

The HPAS Office will write a Committee Letter in support of your application to dental school, when you have submitted an Autobiography and Personal Statement to the HPAS Office on or before March 15.

The suggested faculty and mentor Evaluation Letters should be in student’s file before June 1.

The HPAS Office must have a copy of the completed dental school application on file before the Committee Letter can be mailed to the dental school.

PLEASE NOTE:

- The Autobiography is required on or before March 15, if a Committee Letter is to be written.

- The Committee Letter is usually written after June 1 and no later than September 15.

- The Autobiography/Personal Statement should comply with the guidelines as outlined on page 2.

- When the student has submitted the 3 Part Autobiography to the HPAS Office before March 15, a meeting will be schedule for the student with the Committee Letter writer.

GUIDELINES FOR THE PERSONAL STATEMENT

- The personal statement will include three main sections, which are described on page 2.
- The entire personal statement must comprise not less than 8 and not more than 20 pages.
- Use double spacing, left and right margins of 1 inch, and number the pages.
- Utilize correct English grammar and spelling.
- Place the following information at the top of page 1 of your statement, as shown below:

  Name (last, first) ___________________________  Student ID Number____________________

  Phone(s) _________________________________  Email Address ______________________
CONTENTS OF THE PERSONAL STATEMENT

A. AUTOBIOGRAPHY

- Help us get to know you. Include aspects that you consider important, relevant and interesting about yourself. Suggestions include, but are not restricted to: your family history; your personal history including your place of birth; your choice of undergraduate major; your experiences in and outside the realms of science and medicine; travels you have taken; books you have read; hobbies you enjoy; events which have influenced your career choice. Remember, no topic is mandatory, and there are probably some that are not mentioned here that you may wish to include.

B. YOUR CHOICE OF PROFESSION

“I find that most men would rather have their bellies opened for five hundred dollars than have a tooth pulled for five.”

- Martin H. Fischer (1879-1962)

- In at least three full pages discuss the following: What do you know about dentistry? How did you decide upon dentistry as a profession? What would be the advantages to you of becoming a dentist? What would be the disadvantages? What skills and personality traits do you think are particularly important for a person practicing general dentistry or one of its allied specialties? Which ones do you possess? How do you know?

C. PERSONAL PERSPECTIVE

Keep a personal journal for at least three weeks. At the end of each day, quietly reflect upon the following three questions: What surprised me today? What moved me, or touched me, today? What inspired me today? Ask the questions one at a time and move backward through your day to find the answer to the question you are asking. When you find the answer, write it down. Then go on to the next question. Repeat this each day for as long as you keep the journal.

- Describe your response to this exercise and discuss what you have discovered or learned by doing it.

Please submit two passport size photos with your Personal Statement.