



May 20, 2023

Dear Referee,

A strong reference letter will help us to assess the worthiness of each student to receive a FOREA scholarship and is a very important part of the application process. The goal is to write a strong recommendation that will help the person you're recommending obtain a Scholarship. Please include information on who you are, your connection with the person you are recommending, why s/he is qualified, plus the specific skills/accomplishments s/he has. Whenever possible, it is helpful to provide specific anecdotes and examples that illustrate your support. For example, rather than simply stating that a candidate is a strong writer, mention that s/he wrote a prize-winning essay. If someone has achieved awards or special recognition for their accomplishments, mention it.

If possible, offer specific examples that illustrate the person's strengths and qualifications. These examples should be brief but detailed, please include a summary that explains why you would recommend this person and to what degree you would recommend him/her. Please consider:

- Potential (such as leadership potential)
- Abilities/Strengths
- Dependability
- Consistency
- Critical Thinking
- Professionalism
- Persistence
- Motivation
- Character
- Contributions (to class, clinic, or community)

In addition to the letter, we are asking you to fill out a questionnaire. Please click on the following link to fill out the form electronically. [Program Director Referee Questionnaire](#)

To preserve confidentiality, letters should be uploaded into the above form directly. If you have any issues loading your letter, please contact me at cpanton@gmail.com.

The Committee thanks you in advance for the valuable information you provide.

Respectfully,

Carole M. Panton O.C.(C), C.O.
Chair, FOREA Educational Scholarship Committee

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