



Dear Reference,

Thank you for agreeing to write a letter of recommendation for an applicant to the [OMRF OKC-VA Langston Biomedical Research Scholars Program](#) at the Oklahoma Medical Research Foundation ([OMRF](#)). Through this program, scholars will be conducting unique and individual research projects in our biomedical labs. Therefore, your insight and evaluation of their readiness for such an intense experience will be vital in helping us select enthusiastic and capable scholars for this competitive summer research opportunity. Below are key points to include in your letter to best support the applicant.

### **Letter Format & Tone**

- Use official letterhead from your institution or organization
- The letter should be one to two pages in length
- Provide an honest, positive evaluation, using specific examples
- Mention how long you have known the applicant and in what capacity

### **What to Highlight**

The [selection committee](#) is particularly interested in the following qualities and experiences of the applicant:

- Academic performance and potential:
  - Discuss the applicant's academic abilities
  - If possible, highlight specific examples where the student excelled in coursework or projects
- Passion for science and research:
  - Share insights into the applicant's enthusiasm for science, including any independent projects, research experiences, or curiosity-driven learning
- Critical thinking and problem-solving skills:
  - Provide examples of how the applicant approaches complex problems and their ability to think critically or creatively
- Character and interpersonal skills:
  - Describe the applicant's maturity, work ethic, reliability, and ability to work well in a team or under mentorship
  - If relevant, note how the applicant has demonstrated leadership, resilience, or initiative in their academic or extracurricular pursuits

### **STEM Instructor Specifics**

- If you are a STEM instructor, mention your direct involvement in the student's education and performance
  - Highlight specific lab, classroom, or project-based experiences where you've observed the student's academic and scientific capabilities

### **Additional Notes:**

- Submit the letter directly via email to: [SummerScholars@omrf.org](mailto:SummerScholars@omrf.org)
- Deadline for submission: Feb. 15, 2025

Thank you again for supporting your student's application to this exciting program! If you have any questions, please feel free to contact the OMRF Summer Programs Staff at [SummerScholars@omrf.org](mailto:SummerScholars@omrf.org)

Sincerely,

OMRF Summer Scholar Programs Team