

Weak Sample Letter of Recommendation

Name of Institution
Your Street Address
City, State Zip Code

Re: Roary Panther
AAMC: 1234567

Date

Dear Program Director,

I am pleased to write this letter of recommendation for Mr. Panther, who was first introduced to me when he came to FIU Health Clinic as a third year student in 2016.

I found Mr. Panther to be a great team player who took attended to patients assigned to him, and he prepared for each day's clinic schedule. His responsibilities included taking histories and physicals, writing SOAP notes, interpreting labs and studies, writing prescriptions and making treatment recommendations. He also participated in morning clinic huddle. He also gave some excellent presentations. He demonstrated excellent clinical skills.

Mr. Panther is respectful and gets along well with his peers and the entire medical team. I recommend him without reservation to you for any residency program that he may be seeking. I am sure he will be a valuable asset to your organization.

Please do not hesitate to contact me if you need further information.

Sincerely yours,

Name of Attending, M.D.

This letter is weak because:

It lacks the writer's current role as a clinical teacher and qualifications for writing this letter, specifically, her experience as a clinical teacher (how long and in what ways she's been a clinical teacher), and detail about what capacity the letter writer has known the student.

The letter lists duties expected of any student, but is vague and does not give specific, accurate details about skills or attitudes, communicating that the letter writer knew the student well. There is also no comment on the quality of the student's work.

The writer does note that the student gave excellent presentations, but does not explain how the presentations were excellent.

There is no statement offering a comparison of this student to his peers.

There is no statement of whether this candidate would be ideal for the writer's own residency program.

There are grammatical errors.

There is no handwritten signature.

The signature line does not include the faculty member's appointment.