

DOCUMENT TRANSMITTAL FORM for the COMMITTEE LETTER

Health Professions Administrative Assistant
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A Committee Letter from the Health Professions Advisor/Program Coordinator and any individual letters of recommendation in your veCollect file, may be posted in PDF format to individual medical schools via a secure electronic transfer system (veCollect) administered by Virtual Evaluations.

Access to your committee letter file will be limited to those US schools to which you are an applicant. Wesleyan will not purge the letters of rec from veCollect until the applicant has been accepted. Therefore, when applicants re-apply their previous letters will still be part of their veCollect file.

If you do **not** wish to have your letter file sent using this system, you will need to **inform us in writing**, no later than the 30th of May of your application year. Please address any questions to Mildred Rodríguez, PhD, Health Professions Advisor/Program Coordinator and Co-Chair of the Health Professions Panel, Gordon Career Center, Wesleyan University, 860-685-2180.

I consent to having my health professions committee letter file, including all individual letters of recommendation, transferred electronically on my behalf to (check your health profession) US medical , dental , veterinary medicine schools to which I am applying.

Print Full Name

Signature

Date

Please note: In addition to this signed Document Transmittal Form, applicants will need to submit a “signed request for upload” that includes the applicant’s ID numbers, the applicant’s list of health professional schools, and the preferred email address. This information is available in the Handout titled: Instructions and Overview of the Request for the Committee of Recommendation. This signed request is due by 16 mid-June or earlier.