## UNIVERSITY of HOUSTON COLLEGE of NATURAL SCIENCES & MATHEMATICS

## Faculty Development Workshop Series

"Writing Letters of Recommendation for Professional School Applicants: Managing the load and maximizing the benefit"

## Dr. Martha Dunkelberger

Department of Communication Sciences and Disorders

## Dr. Larry Williams and Dr. Chad Wayne

Department of Biology & Biochemistry

We will discuss the value of faculty letters of recommendation and provide tips and pointers for making your letter most effective in supporting your students in their applications to professional schools. Tips for staying on top of the letter writing tsunami will also be included as well as strategies for letting students know when they have asked for a letter that you cannot write.

Friday, November 17, 2017
12:00-1:00 pm
306 MD Anderson Library
Lunch will be provided.
Please RSVP by Nov 14<sup>th</sup> using the link below:
www.SignUpGenius.com/go/10C0D4FADAF28A5FB6-writing