



# SMA/HPA

## Letter of Recommendation (LoR)

### Request Process

There are two important steps to gain access to the LoR request program on SMA:

#### 1. Complete the 'Tentative LoR' task in your HPA

Johns Hopkins University - Homewood Campus

Pages Programs My Applications

**Eligibility for the Committee Letter:**

It is imperative that you read and understand the Pre-Professional Advising Office's eligibility requirements for undergraduates and alumni before proceeding with your application.

Read [HERE](#) for both eligibility and the alumni policy.

Please click 'View Programs' to get started; this will lead you to a section where you can fill out your Eligibility Profile. Once you are deemed eligible to apply, you will be shown the program and can begin your application at that time.

All Applications

Health Professions Application (HPA)  
EY25-1891465194  
Deadline: May 30 2024 11:59 PM (EST)

0 of 11 tasks complete

CONTINUE

Last edited: Dec 7 2023 10:31 AM (EST)

**\*You must complete the 3-letter minimum LoR requirement and mark the task complete to gain access to the LoR request program\***

#### 2. Access the Letters of Recommendation & Application Materials Program Section

\*You must click "programs" in the top right corner to see the HPA LoR & Materials Program. Click 'more' on the bottom program and click 'apply'.

Johns Hopkins University - Homewood Campus

Pages Programs My Applications

Return to admin

Programs

Health Professions Application (HPA)  
Awaiting application from Dec 2023 10:40 AM (EST) to Sep 12 2024 12:00 AM (EST)

Pre-Professional HPA Letter of Recommendation

more



## There are three major components to having recommendation letters submitted:

### 1. Applicant Completes the Request

You must fill in the details of the Recommender, including the First Name, Last Name, Email, and a brief message (optional) to send the recommender.

Request a Recommendation

Request a recommendation

Recommendations

You will not be able to review the contents of received recommendations

SUBMIT

### 2. The Recommender Completes the Recommendation

The Recommender receives an email with an invite to complete your recommendation. This will allow the recommender to login to the site. Upon logging in they will be able to see the application in their recommender panel. ***If the link times out, hit resend to your request area. A new link will be sent to your recommender***

You have been asked to provide a recommendation on behalf of:

AN Applicant's Name

[Preview application](#)

Program: [Monitor Mode Program](#)

Deadline: Nov 30 2017 01:30 PM

Do you accept this recommendation request?


DECLINE ACCEPT

Applicant will be notified of your decision.



When your recommender clicks **Start** they will be asked if they wish to Accept or Decline the recommendation request from the applicant.

All Recommendations ▾ Sort by: Name ▾



	Requestor ▾	Program	
	<b>AN</b> Applicant's Name	Monitor Mode Program	Deadline: Nov 30 2017 <span style="float: right;"><b>START</b></span>

Upon Accepting, the recommender will be able to complete and submit the recommendation for the applicant within the site. You will be notified through email when the recommender uploads their recommendation.

If your recommender Declines, this will displayed to you in your application and an email will be sent to you.

### 3. The Applicant **MUST** confirm that the Recommendation has been received.


Once the recommender has completed their recommendation, it will be marked as complete to the recommender. However, on the applicant's side, within your application, the task will remain In Progress, until you confirm receipt of the recommendation by clicking Submit.


  Request a Recommendation ...

Recommendations

You will not be able to review the contents of received recommendations

Recommender Name  
recommender@email.com

 Received: Aug 03 2017 ...

 **SUBMIT**