

Letter Service Instructions

Letter of Recommendation (LOR) services can be extremely useful for students who are applying to multiple programs but do not wish to burden their LOR writers with multiple letter submissions. We gladly accept letter service submissions and it is ok if the letters sent to us are primarily intended for admission to medical, dental or another health professions school. The most widely used of these services is Interfolio, but others are available. Some undergraduate universities will offer a letter service through their pre-health advising office.

If you do use a letter service or pre-health advising office for your LOR submission, please follow these instructions for our application entry:

1. Add the names of the individual recommenders into our application system under the correct tab. This helps us to know when your application is complete and ready for review.
2. For the e-mail address, please enter biomedms@regis.edu . We will discard the resulting form letters.
3. Immediately request that your letter service send an electronic copy of your letters to the biomedms@regis.edu e-mail.