## RELEASE FORM
FOR HEALTH PROFESSIONS PACKET & LETTERS OF EVALUATION

<table>
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<tr>
<th>Last Name</th>
<th>First Name</th>
<th>RU ID#</th>
<th>AACOMAS ID#</th>
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**E-mail** | **Phone Number** | **Class Year**
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Attention Reapplicants who were interviewed by the HPO in a past application cycle:
If you submit an addendum to your autobiography with a new letter, your committee statement will be reviewed for a possible update.
Go to the HPO website (hpo.rutgers.edu) for the new Update to Committee Statement Request Form.

### HPO Procedures Pertaining to the Compilation and Release of Letters of Recommendation:
- While students may request particular letters, the letters which comprise each mailing are ultimately selected by the faculty/staff of the HPO.
- Without exception, letters are mailed by the HPO Staff; **letters are never given to students**.
- All student recommendation letters should be received before an interview or mailing. Students are expected to submit a complete list of all the schools to which they are applying. All releases are handled on a first-come/first-serve basis.
- Normally, there is about a week’s lag between the receipt of a student’s release and the actual release of student materials; however, at our busiest times (July through September) there may be a longer wait.
- Faxing is not a confidential means of transmission, and some schools will not accept a fax.
- It is the student’s responsibility to submit release forms to this office in sufficient time to meet deadlines.
- **Letters of recommendation are never used for employment.**

### HPO Processing Fees which offset the submittal cost and support the activities of the HPO:
- **Normal Processing:** Fees are assessed based upon the mode of transit. Please see the boxes below for specific fees.
- **Expedited Processing:** If your material must be faxed, there is an additional $5.00 fee per school or program.

### A) The following schools participate in Virtual Evals, and material to these schools is transmitted electronically. There is one $50.00 non-refundable flat fee for any and all school(s) checked in this box (regardless of how many are selected).

- Alabama College of Osteopathic Medicine
- Arizona College of Osteopathic Medicine
- A.T. Still U. Student College of Osteopathic Medicine
- Burrell College of Osteopathic Medicine
- Chicago College of Osteopathic Medicine
- Des Moines U. College of Osteopathic Medicine
- Edward Via V.A. College of Osteopathic Medicine
- Kansas City U. University of Medicine & Biosciences
- Kentucky College of Osteopathic Medicine
- Lake Erie College of Osteopathic Medicine
- Liberty University College of Osteopathic Medicine
- Lincoln Memorial U. DeBusk College of Osteopathic Medicine
- Marian University College of Osteopathic Medicine
- Michigan State University College of Osteopathic Medicine
- UMDNJ College of Osteopathic Medicine
- NYIT College of Osteopathic Medicine
- Nova Southeastern University
- Ohio University College of Osteopathic Medicine
- Oklahoma State University College of Osteopathic Medicine
- Pacific Northwest University College of Osteopathic Medicine
- Philadelphia College of Osteopathic Medicine
- Philadelphia College of Osteopathic Medicine-Georgia
- Rocky Vista University College of Osteopathic Medicine
- Rowan University School of Osteopathic Medicine
- Touro University College of Osteopathic Medicine
- Touro University College of Osteopathic Medicine - New York
- Touro University College of Osteopathic Medicine - Nevada
- University of New England College of Osteopathic Medicine
- U of North Texas Health Sciences Center-Texas/COM
- West Virginia University School of Osteopathic Medicine
- Western University College of Osteopathic Medicine
- William Carey University College of Osteopathic Medicine

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I certify that I have already submitted my application, and I am ready to have my letters sent out as soon as possible.

Signature: ___________________________ Date: ___________________________