

Student Doctor
1234 S Liverpool Way
Centennial, CO 80015
Phone: 518-555-3806
Email: student.doctor@rvu.edu

February 28th, 2017

Mr. Jim Graber
Statewide Senior EM Clerkship Coordinator
Indiana University School of Medicine
720 Eskenazi Avenue
Fifth Third Faculty Office Building, 3rd Floor Emergency Medicine Office
Indianapolis, IN 46202

Dear Mr. Graber,

I am writing to inform you of my interest in rotating on the Emergency Medicine Elective at Indiana University School of Medicine. Along with this letter, I have included my preliminary application, most recent transcript, and documentation of my USMLE Step 1 score (245).

I am currently a third year medical student at Rocky Vista University in Parker, Colorado. I completed my undergraduate studies in biology at Boston College and graduate studies in biomedical sciences at Tufts University. Upon entering medical school, I had little idea of what specialty I wished to pursue; however, after spending many weekends during my first year shadowing emergency physicians at Denver Health, I became fascinated with the field. After keeping an open mind throughout the majority of my third year clerkships, I made a firm commitment to pursue a career in emergency medicine in December.

After spending two months researching emergency medicine electives across the country, I realized that the IU EM Elective is among the best in the country and, by far, the best one for me. Both Methodist Hospital and Eskenazi Health Hospital have very busy, high-acuity emergency departments that serve a diverse patient population. The IU EM program boasts renowned faculty, student autonomy and responsibility, a state-of-the-art sim lab, and well-developed didactic sessions. However, what intrigues me the most about the program is the learning atmosphere. Nearly every assessment I've read regarding the program comments on how amazing the faculty/residents are and praises the pervasive, family-like atmosphere.

My objective is to learn at a program that not only offers the opportunity for a world-class emergency medicine education, but also offers an environment that is conducive for such learning. IU has developed a reputation for having caring and committed faculty/residents that take the time to work closely with medical students. As Dr. Sagar Patel, an IU PGY-3 resident, mentioned in his online biography, "Everyone at the residency is super helpful and prides themselves on treating each other like family. This would be a bonus if it was something that the residents took upon themselves. However, this mentality is fostered and encouraged by the program directors, which is outstanding and a rarity." These words resonate with me deeply and are exactly what I am looking for in regard to an exceptional emergency medicine education. My goal is to become the best emergency physician possible, and I earnestly believe that a rotation with IU will help me progress towards attaining such a goal.

Due to the reasons I've listed above, the EM elective at IU was the very first clerkship that I reached out to, and I sincerely hope that you extend me the opportunity to rotate with your fantastic program. Thank you for considering my application and I look forward to hearing back from you.

Sincerely,

Student Doctor

Commented [HM1]: Name and personal information can be formatted like this or as a header.

Commented [HM2]: Cover letters/letters of interest should always contain the date listed above the address of the institution.

Commented [HM3]: Use a specific address if you can. The header might also include the name of the hiring agent. If you cannot find a specific name, use "program director."

Commented [HM4]: Include the institution/organization's address.

Commented [HM5]: If you cannot find the specific name of the hiring agent/program director, use "program director."

Commented [HM6]: You will want to begin your cover letter/letter of interest with the name of the organization and the position you are applying for.

Commented [HM7]: In your body paragraph(s), you will want to outline your qualifications for the position which might refer to specific education, internship, or work experiences. In other instances, your body paragraphs can each highlight a distinct quality of yours. This might be something like leadership or teamwork, innovation and technology, etc. You can use these characteristics to follow the TsarC model which might help you to organize your thoughts and write clear, concise paragraphs.

Commented [HM8]: Your body paragraph(s) should include strong topic sentences that forecast the argument you will be making for yourself as a candidate.

Commented [HM9]: This author clearly states the organization's values/strengths and how/why they are interested in the program.

Commented [HM10]: As mentioned above, it is important to discuss how the values or characteristics of the program align with your values and/or strengths. This is another great example of that.

Commented [HM11]: The candidate makes a connection to something that they value (caring and committed faculty) and relates it directly to the program (in this case by using a quotation from another resident).

Commented [HM12]: You will want to use the last paragraph of the letter to thank the reader for their consideration. You may also want to invite them to look further into your application or express your interest in an interview (if applicable).