

RECOMMENDATION LETTERS

If a student wants a recommendation letter, the following things need to be done:

1. Make sure you have B- or above in the course (recommendations will not be given for anyone with lower grades).
2. For electronic submissions (Pharmacas, TMSDS, etc) use my olafs@uh.edu email. DO NOT USE olafs@central.uh.edu!!!
3. Student has to waive the rights to see the recommendation letter (sign and check the appropriate places in the form).
4. Bring filled forms, stamped, addressed envelopes, or send the link to online forms at least **two weeks** before the deadline. The letters WILL NOT be given back to the student.
5. Keep reminding me by email!