

Subject: Request for Reference – iCURE Program

Date: Tuesday, June 19, 2018 at 3:35:30 PM Eastern Daylight Time

From: iCURE

OMB No.: 0925-XXXX
Expiration Date: xx/xx/20xx
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Dear [reference]:

[applicant name] has applied to the NCI Intramural Continuing Umbrella of Research Experiences (iCURE) program and named you as a reference.

Would you please provide a written letter of recommendation? In your letter, please include:

- Applicant's full name in bold
- Comments on the applicant's motivation, commitment, and qualifications toward scientific research
- Comments on the applicant's potential contribution to enhancing the diversity in the biomedical and cancer research workforce
- An assessment of the applicant's strengths and weaknesses, and whether you feel the applicant would be a good fit for the NCI intramural research environment
- If applicable, any additional circumstances or events with an impact on the applicant's life, career, or scientific progress that you feel are relevant to this application
- If the applicant is a student currently enrolled in a degree program, confirmation of the type of degree program (e.g., BS, PhD, MD) and expected date of graduation

Please submit by email your letter of recommendation as a PDF document by [insert date, two weeks from date of email] to iCURE@nih.gov, addressed to:

Alison Lin, PhD, Program Director
Intramural Continuing Umbrella of Research Experiences (iCURE)
Center to Reduce Cancer Health Disparities (CRCHD)
National Cancer Institute Shady Grove Campus
9609 Medical Center Drive
Rockville, MD 20850

Additional information about the iCURE program is available at <https://www.cancer.gov/about-nci/organization/crchd/diversity-training/icure>. You are also welcome to contact us with any questions about this request or the iCURE program. We look forward to your letter.

Best regards,