



WAIVER/NON-WAIVER FORM*

I understand, in compliance with The Family Educational Rights and Privacy Act of 1974, that all information gathered and assembled in my Letters Packet may be shared only with those individuals or institutions designated in writing by me.

Furthermore, by my signature below, I validate my personal choice regarding my right of access to all information contained in my Letters Packet.

I wish to _____ my right of access.

*DON'T FORGET TO
CHOOSE YOUR
RIGHT OF ACCESS
FROM THE
DROP-DOWN LIST!*

Signature

Type or Print Name

Date

* This **Waiver/Non-Waiver Form** must be signed, dated, and **SUBMITTED IN-PERSON** (if at all possible) to the Office of Pre-Health and Pre-Law Advising located in Ferrell Commons, Bldg. 7G, Room 203. We are open Monday-Friday, 9:00-5:00. All other components of the PHPL Advising Letters Packet must be submitted electronically to Susan.Yantz@ucf.edu.



APPLICANT STATEMENT OF AGREEMENT



PREFACE

As an applicant to either medical, dental, or podiatry schools, we want you to understand that all supporting documentation coordinated, compiled, and uploaded by this office is provided as a service option to UCF student applicants. Should you choose to utilize the services of this office during the application process, you must comply with all policies, procedures, and deadlines associated with this service and you are expected to maintain proper professionalism throughout.

AGREEMENT

As a UCF student or alumni applicant requesting the PHPL Advising's Letters Packet, I understand the conditions of the agreement stated below:

1. I understand that in order to qualify for the Letters Packet service, I must have a minimum overall GPA of 3.0. In addition, I must have taken **at least 30 credit hours** of courses **at UCF** by the end of the Spring 2017 semester.
2. I must submit ALL of the Letters Packet application materials in order to be considered "complete" and given a "turn-in number." This includes the Application Forms, Autobiography (optional), Headshot, and the Waiver/Statement of Agreement form.
3. I understand that my Letters Packet will be prepared and uploaded to my application service in chronological order of completion. In other words, my Letters Packet will be uploaded in the order in which it was 1) submitted and all components were received by PHPL Advising, and 2) all requested letters/assessment forms were received from all letter writers/evaluators.
4. I understand that I may check with PHPL Advising/Susie Yantz about the status of my letters/assessment forms **once per week**. Ways to check this status include: visiting with Susie in the office, e-mailing Susie (Susan.Yantz@ucf.edu), a phone call to Susie, or viewing the non-academic webcourse you will be enrolled in called "2018 Letters Packet Status."
5. Patience, respect, and professionalism are virtues expected of me while PHPL Advising works to gather, compile, and upload Letters Packet materials on behalf of myself and hundreds of other UCF applicants. Also, see #3 above about chronological order of completion.
6. Regarding my List of Schools to send my Letters Packet to, I agree to thoroughly research my choices of schools prior to submission of my Letters Packet Application Forms. However, PHPL Advising will allow adjustments to this list even after my initial submission. PHPL Advising will electronically submit my completed Letters Packet to my application service, and it will be subsequently sent to all schools finalized by me.
7. I understand that PHPL Advising's suggested due dates of May 15th and June 15th are flexible, but the final Letters Packet submission deadline of August 1st is not flexible. No Letters Packet application materials will be accepted by PHPL Advising after August 1st. This August 1st deadline is for the applicants, but not for letter writers/evaluators, who may continue and are encouraged to submit letters/assessment forms to PHPL Advising AFTER August 1st.
8. I understand that I may, and in many cases, *I should*, submit my primary application (AMCAS, AACOMAS, AADSAS or AACPMAS) **PRIOR** to my Letters Packet being completed and uploaded to my application service by PHPL Advising.

Applicant Signature / Printed Name

UCF ID#

Date