DATE

Membership Committee

Academy of Medical Educators

University of Colorado School of Medicine

To the Membership Committee:

I appreciate the opportunity to apply for membership in the Academy of Medical Educators at the University of Colorado. This letter serves to provide an overview of my application and attempt to express my level of commitment to the Academy and my goals for becoming a member.

In my application and teacher’s statement, I have identified the two areas in which I believe I most competitively demonstrate excellence: **(area 1), and (area 2).**

I have included a letter of support from (insert referee), who is most familiar with my areas of excellence.

I envision making contributions to the Academy of Medical Educators in \_\_\_ key ways, which reflect my areas of excellence and leverage my professional training in \_\_\_\_\_\_\_\_. I have detailed my intended contributions within this application.

Thank you for considering my application to the Academy of Medical Educators at the University of Colorado. I look forward to applying my professional preparation in Education and Research to the benefit of the Academy, and our campus.

With sincere gratitude for your consideration,

XXXXXXXX

Faculty Rank, Dept