

Administrative Fellowship

Application Checklist

Full name		

Mailing address		

City	State	ZIP

Email		

Phone		

School		

Location Preference: Janesville, WI Rockford, IL No preference

Checklist

- Cover letter
- Personal statement
- Current resume
- Current graduate transcripts
- Letter of recommendation 1: _____ (program director)
- Letter of recommendation 2: _____ (professional)
- Letter of recommendation 3: _____ (professional or academic)

Please submit all materials, including this application checklist, as a single PDF. Use the completed checklist as your cover page and submit online at MercyHealthSystem.org/job-openings **no later than 5 pm CST on Monday, September 23, 2019.**