

# Administrative Fellowship

## Application Checklist

_____		
Full name		
_____		
Mailing address		
_____		
City	State	ZIP
_____		
Email		
_____		
Phone		
_____		
School		

### 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](https://mercyhealthsystem.org/job-openings) **no later than 5 pm CST** on Monday, September 28, 2020.