



LETTER FROM DEPARTMENT CHAIR

“The specialty to which I am applying requires me to get a letter from the Department Chair. How do I obtain this letter?”

- Contact the department secretary (listed below) to determine:
 - 1) if the Chairperson sends a letter,
 - 2) what process has been established for completing this letter.
- If the Chair requests access to your academic records, please complete the following form:
 - <https://reg.msu.edu/read/ReleaseofInformationAuthorizationform.pdf>

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